

STATE OF NEW MEXICO  
GAMING CONTROL BOARD



Shipment Instructions for Gaming Devices and Media

Prior to shipping any Gaming Machine into the New Mexico non-Tribal jurisdiction, the following procedures must be followed. :

1. The New Mexico Gaming Control Board (NMGCB) must be notified before any shipment occurs. Notification includes filling out and submitting the proper forms. There are two forms to be completed:
  - Transport-Form-GM-Interstate
  - Transport-Form-Gaming Media
    - a. The Interstate form is used to supply the particular information for the Manufacturer, Shipper and dates, and Receiver plus the Game descriptions and serial numbers.
    - b. The Gaming Media Shipment form includes the Manufacturer, Shipper and Dates, ultimate destination and descriptions. (Please note that **ANY** EPROM or other storage medium (Gaming Media) which affect game play or outcome must ship separately from the Gaming Machine.
    - c. All Gaming Media will be shipped directly to the requestor. If the Gaming Media meets the criteria as stated in section (b) it the address must have: Attn: NMGCB Enforcement.
    - d. This form will also be utilized in the case of replacement electronic storage medium as used in Gaming Machines. i.e. Graphics, Sound, Bill validator, etc...
2. After the forms are filled out by the originator, the forms will be notarized and faxed to NMGCB at (505) 841-9773 Attn: Information Systems. The forms will be assigned internal control numbers and the originator will be notified.
3. The originator will put the NMGCB assigned control number on the original forms and mail the completed forms to NMGCB at:

4900 Alameda Blvd NE  
Albuquerque, NM 87113  
Attn: Information Systems
4. **A copy of the completed forms must accompany the shipment.**

**Jurisdictional wait.** There is **no** wait requirement for the New Mexico Jurisdiction. As soon as the numbers are assigned the shipment can occur. If there is a change in shipping dates the NMGCB must be notified.

For additional questions regarding this procedure, contact Donovan Lieurance at (505) 841-9719 or by e-mail at [dlieurance@gcb.state.nm.us](mailto:dlieurance@gcb.state.nm.us)