

Important Information

1. The Tatts Jackpot Change Form is used for ending a jackpot, starting a jackpot, changing EGMs in a jackpot and requesting new jackpot display images.
2. Details of Tatts approved jackpots and their parameters are provided in [Tatts Venue Services](#) in [Forms and Manuals](#).
3. Your weekly Venue Jackpot Statement Report will show you the details of your Venue Jackpots.
4. The completed form must be sent to Intralot at helpdesk@igsmonitor.com.au or fax 03 9673 3999. Any jackpot Image files must also be sent to Intralot.

Warning: Changes to a QCOM EGM Triggered Jackpot (Cash Express, Thunderheart, Grand Central) will need EGM Game Changes and master reset. You will need to complete the Tatts EGM and Game Change Form and send it to Intralot with this form.

Venue Details (must be provided)

1. Complete your [venue](#) and [contact details, date required](#) and the name of your [jackpot provider](#).
2. Add any special comments or instructions in the remarks area.
3. Sign the form to authorise the change.

To end a Jackpot (The details for the ending jackpot can be found in your weekly venue Jackpot Report)

1. Check the [End Jackpot box](#).
2. Enter the [Jackpot Number](#) for the jackpot you want to end. (The Jackpot number is in your Venue Jackpot Report).
3. Choose the [Jackpot Type](#) from the drop down list
4. Choose the [Jackpot Name](#) from the drop down list
5. If you want to [stop the jackpot after its 1st win](#) then enter the after [Date and Time otherwise](#) to stop the jackpot immediately enter the [Date and Time](#) to stop the Jackpot.

To start a Jackpot

1. Check the [Start a Jackpot box](#)
2. Enter the [Jackpot Approval ID](#) for the jackpot you want to start.
3. Select the [Jackpot Type](#) from the drop down list
4. Enter the [Jackpot Start Date and Time OR to Start the Jackpot after a Jackpot Ends](#) enter the [Jackpot Number](#) of the Jackpot that must end.

5. Provide the [Jackpot Display Start Amount](#) that will be shown on the Jackpot Display:
 - Either check the [start up value box \(Min\) OR](#)
 - Enter the [Jackpot Number](#) of the ended jackpot in [End a Jackpot](#) to transfer its display start amount.
6. Provide the Jackpot Pool Start Amount:
 - Either check the [start from zero box OR](#)
 - Enter the [Jackpot Number](#) of the ended jackpot in [End a Jackpot](#) to transfer its pool.

Note - Transfer of Jackpot Display and Pool amounts must be from the same jackpot type with the same number of jackpot levels

EGMs in the Jackpot Details (Page 2)

For [each EGM to be linked](#) to the jackpot supply the:

- EGM [Floor position](#)
- EGM [Manufacturer](#)
- EGM [Serial Number](#)
- [Game Name \(from the EGM art work\)](#)

New Jackpot Display Sign – If your Jackpot Provider advises you that a new electronic Jackpot Display Sign is needed:

- Check the [New Jackpot Display Sign box](#)
- Select the [Jackpot Type](#) from the drop down list
- Select the [Jackpot Name](#) from the drop down list.
- Describe the sign location e.g. above Floor Pos 26-30.

When you have completed the form

1. Make sure that Authorised by has been signed.
1. Check the Jackpot Approval IDs/Numbers are correct.
2. Check that the Min & Max for the Jackpot is correct.
3. Check that the EGM details provided are correct.
4. Check that the jackpot end choice is correct for end jackpot.
5. Check that the Jackpot Start choices are correct for start jackpot.

6. Check that your Jackpot Display and Pool start values are correct.
7. If this is a Fixed Prize Jackpot ensure that the Fixed Prize code is supplied.
8. If the Jackpot needs a new electronic display sign make sure that you have provided the information required.