



MOOSEHEART POKER RUN 2020

Date: Feb 29, 2020

Poker Run Stops STAFFERS

Procedures

1. Registrant approaches you and hands you their scorecard(s).
2. If they have more than one, administer them separately. Do not have them draw second or subsequent cards until you have totally completed the first one. One at a time.
3. Check that scorecards are properly completed. Their name and registration number must appear on card. If they are not on card, using your RED inked pen, draw a line thru the name and registration number spaces. Advise them the cards are not valid. If they argue with you, just go ahead and let them draw a card and you complete the form. The problem will be addressed at end of run. The red ink line you draw will be one flag to us that there was no info there when you got scorecard. Even if they decide to add it subsequently.
4. Ask them to draw a card. When they draw a card, have them hand it to you. Do not return the card to deck until you have completed entire transaction. This helps avoid misunderstandings.
5. Insure it is not the same exact card marked anywhere on scorecard from previous stops. There can be no duplicates. If they draw a dupe, simply have them draw again until they do not draw a duplicate.
6. Once you have card in hand, circle appropriate number and suit on scorecard. Place your personally assigned stamp in stamp box. Write you initials in recorder initials box. Then have them check what you entered insuring you are both in agreement and have them initial their player initials box. Once this is done, there can be no changes later.
7. Player can now leave and you should return card to deck, shuffling them around a bit in case someone sees where you put it.
8. Next player.
9. Note worthy: Staffers use red ink, registrants have blue ink pens included in their registration baggies. This was done on purpose. I actually wanted green ink for staffers but red is what I got donated. Oh Well!
Scoring and authenticating a scorecard is an individual effort, not shared. When you initial a scorecard and place your stamp on it, you are saying only you took drawn card from registrant, only you marked drawn card on scorecard, only you initialed scorecard and placed your personally assigned stamp on it and only you had registrant verify your work and write in their initials.

Thank you for all your help in making this a great successful event!