

	PLAYING CARDS REQUEST AND APPROVAL FORM	Page No.	Page 1 of 3
		Form No.	GLDD-977
		Revision No.	6
		Effectivity	Aug. 20, 2025

CRM Form No. 16

Use this form to request approval from PAGCOR of the proposed playing cards to be used in the casino. Only request form with correct and complete information will be processed. Failure to provide correct and complete information could result in non-processing of the request.

PLEASE ALLOW TEN (10) BUSINESS DAYS FOR GLDD TO PROCESS YOUR REQUEST

Licensee: _____

Casino Location: _____

Playing Card Manufacturer or Supplier

 Name: _____

 Address: _____

Licensee’s intended use for the playing cards: _____

For submission of initial/original proposed playing cards, check box A of Section A. For submission of modifications to the previously approved playing cards, check box B of Section A.

SECTION A: DETAILS OF PROPOSED PLAYING CARDS (TO BE PROVIDED BY LICENSEE)

☐ A. Proposed playing cards to be used the casino with corresponding artworks attached as Annex _____

This is to certify and confirm that the proposed playing cards are compliant with PAGCOR’s requirements set forth in Regulation 9 of the Casino Regulatory Manual (CRM) for Licensed Land-Based Casinos, and that the attached artwork and material indicate at a minimum, the following:

ARTWORK (drawn to actual size or drawn to larger than actual size and in scale)

1. The manufacturer’s name, logo or identifying mark inscribed on the face of the Ace of Spades;
2. The name or logo of the Licensee or casino inscribed at the back of each card; and
3. The value of each card clearly indicated even when only a third of the card is visible.

MATERIAL

1. Each playing card shall be made of a material that does not result in:
 - Multiple playing cards being bunched or stuck together; or
 - A person removing more than one playing card at a time from a card shoe when the stack is dealt.
2. The material of the playing card shall allow the playing cards to be stacked and placed on a flat surface without the playing cards falling from the stack.
3. The material of each playing card shall be material which allows the smooth shuffling or dealing of cards while in any approved shuffler or card shoe respectively, and shall not cause the approved shuffler or card shoe to jam or malfunction.
4. The build quality of playing cards should be good enough to withstand six (6) cycles of use at the most.

☐ B. Proposed modifications to previously approved playing cards with corresponding artworks attached as Annex _____

This is to certify and confirm that the proposed modifications to the previously approved playing cards are compliant with PAGCOR’s requirements set forth in Regulation 9 of the said CRM, and that the attached revised artwork indicates at a minimum, the following:

1. Details of revisions that would have to be made on the approved playing card;
2. Exact drawing in color, of each side of the proposed playing card, drawn to actual size or drawn to larger than actual size and in scale, and showing the measurements of the proposed playing card in each dimension (height and width); and
3. Written specifications for the proposed revised playing card.

	PLAYING CARDS REQUEST AND APPROVAL FORM	Page No.	Page 2 of 3
		Form No.	GLDD-977
		Revision No.	6
		Effectivity	Aug. 20, 2025

OTHER DOCUMENTS FOR SUBMISSION

The following documents are to be submitted along with this application:

a.) From the Playing Card Manufacturer

1. A certification under oath or notarized affirmation, executed by its authorized signatory, that it has a written system of internal control that describes in detail the current administrative, accounting and security procedures which are utilized in the manufacture, storage and shipment of the playing card and related materials.
2. A copy of the written internal control system it employs, which shall include at a minimum, a detailed, narrative description of the procedures and controls implemented to ensure the integrity and security of the manufacturing process, from design through shipment.

b.) From the Licensee

1. A certification stating that it has conducted due diligence on and is satisfied with the playing card manufacturer's system of internal control.
2. The internal control procedures it plans to make use of documenting the distribution, redemption, receipt and inventory of playing cards.

Name of Requestor : _____ **Signature :** _____
Position Title : _____ **Date:** _____

SECTION B: SUBMISSION INSTRUCTION

Once you have completed Section A above, please submit this form to GLDD via the PAGCOR Enterprise Content Management System (ECMS) which may be accessed through the following URL: www.ecms.pagcor.ph along with the necessary attachments.

Hard copies must be submitted directly to PAGCOR:

Central Receiving – Records Management Department
 Philippine Amusement and Gaming Corporation
 G/F Lobby, MET Live Building
 Central Business Park 1-A Macapagal Boulevard cor. EDSA Extension Pasay City 1300

If submission of this form is done through the ECMS, an e-mail notification confirming receipt shall be received. The status of the application can be viewed and monitored through the online account created using the same system. Operator can also download and print the acknowledgment generated as proof of submission.

If no e-mail notification is received, the Operator may inquire from the Gaming Licensing & Development Department through the contact details:

Tel. No. (+632)8522-0299/8522-1357/8522-1324 (Local 1148)

SECTION C: ACTION TAKEN *(TO BE FILLED OUT BY GLDD)*

Proposed gaming chips and plaques is/are:

☐

A. RETURNED due to insufficient details and/or incomplete documentation

☐

B. RECEIVED FOR PROCESSING with assigned **REFERENCE NO.** _____

By: Printed Name: _____ Signature: _____
 Position Title: _____ Date: _____

	PLAYING CARDS REQUEST AND APPROVAL FORM	Page No.	Page 3 of 3
		Form No.	GLDD-977
		Revision No.	6
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☐ **C. RECOMMENDATION FOR APPROVAL** subject to Licensee's submission to PAGCOR Evaluating Department of Shipment Clearance Request and Approval Form covering the importation of the said playing cards or to GLDD of Local Purchase Clearance Request and Approval Form covering the local purchase of the same.

By: Printed Name: _____ Signature: _____
Position Title: _____ Date: _____

Approved by:

Senior Regulatory Officer, CLRD