

Shipment Notification Instructions:

1. Open the **Shipment Notification** form and enter your Tribe's TR #.
If you don't know your TR # please contact the Testing Lab or Licensing to receive it. (360) 486-3440 or toll free (800) 345-2529.
2. Press the tab button on your keyboard and enter the name of the manufacturer that will be receiving or shipping the player terminals.
3. Press the tab button again and enter information for each of the following fields:
 - How many terminals will be shipped?
 - Beginning and End dates of when the player terminals will be shipped.
 - The name and address of the location the player terminals will be shipped from.
 - The name and address of the location the player terminals will arrive at.
 - Comment (*optional*)
 - The name of the individual submitting the transport form.
4. Once you've entered all of the information above, press the **Submit** button.
PLEASE NOTE: Pressing submit will also email the completed form to WSGC.
5. Once submitted, the option Click to Print This Page will appear in the top left hand corner of the web page. Print the number of copies needed.
Please be sure to send a copy of the submitted form to the manufacturer so they can provide it to the driver.