

## Store 33

**From:** Store 31  
**Sent:** Wednesday, December 21, 2011 11:42 AM  
**To:** Store 33  
**Subject:** FW: Effective Immediately! Revision to our Cash Control and Security 2-11 Large Volume Sales Policy  
**Importance:** High

-----Original Message-----

**From:** Peter A. Engel  
**Sent:** Thursday, December 01, 2011 7:13 PM  
**To:** All\_Stores; ALL\_Sups  
**Cc:** Joseph W. Mollica; Michael R. Milligan; Mark M. Bodi; George P. Tsiopras; Kathleen McCabe; Kelly M. Mathews; Craig W. Bulkley  
**Subject:** Effective Immediately! Revision to our Cash Control and Security 2-11 Large Volume Sales Policy  
**Importance:** High

Good evening.

In the attached Store Operations Manual, please find the Commission approved revision to our Store Policy in Section 2-11, regarding our Large Volume Sales Policy.

This revised Large Volume Sales Policy 2-11 removes the previous qualifier regarding related transactions, or a series of connected transactions, and adds verbiage regarding employee received gratuities, and also adds the expectation that all stores will treat these cash sales under \$10,000.00 as you would any other retail transaction.

In other words, any cash sale which takes place at your store location for an amount under \$10,000.00 will be allowed to be completed without completing IRS form 8300.

The previous requirement for you to decide if this transaction is part of another related transaction or a series of transactions, and the previous requirement of the 24 hour timeframe to determine if transactions are related, have been removed.

The expectation is that effective immediately, all stores are to service customer requests for all large volume sales and follow these revised guidelines, with no exception.

Please discuss this important policy revision with all of your store employees immediately, and forward any questions in this regard to Store Operations.

Thank you for your attention to this important policy matter.

**Peter A. Engel**

Director of Store Operations

New Hampshire State Liquor Commission

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12/21/2011