

PLAY POKER CHICAGO

Winning Charity Poker For Everyone

OFFICIAL VOLUNTEER DEALER REFERENCE GUIDE

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Kevin La Van



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Winning Charity Poker For Everyone

Dear Dealer,

First, I'd like to say THANK YOU, on behalf of Play Poker Chicago and the hosting charities, for volunteering to be a dealer at an upcoming Play Poker Chicago charity poker event for one of our hosting charities.

You are the backbone and the face of both Play Poker Chicago and the hosting charities. You are the person that will have the biggest influence on the players having a good time at one of our events and wanting to come back and play with us again. With this in mind, we'd like to ask you to please smile, have fun, and engage with the players as they play.

If there is anything you need to make your experience better, please don't hesitate to bring it to our attention. We appreciate your time and effort in dealing for the events.

Our goal is to have a truly professional room for the players and yourself. Our dealer reference guide highlights procedures and practices used at poker rooms around the country and are considered best practices in those rooms.

We want our room to be as professional as possible, with this in mind we will provide you with a Play Poker Chicago shirt for you to wear at the events. We will not charge you for the shirt or any other needed supplies. All we ask is that you wear your shirt to all events you are dealing at.

If you have any questions or need additional information on anything in the guide book, please feel free to reach out to us either by phone or email.

Sincerely,

Kevin

Personal Cell Phone	630 452.3416
Office Phone	630 729.0312
Email Address	kevin@playpokerchicago.com



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This is still a draft version additions to come



TABLE SETUP - TOURNAMENTS

When you arrive at your assigned table you should make sure there are the correct number of chairs for the game. Make sure the table is neat and clean, you should have:

- 2 Decks of Cards - Check that they are different colors
- Dealer Button
- A Pen
- Dealer Check-In Sheet
- 12 Starting Chip Stacks
- 15 Table Add-On Chips Stacks
- Seat Cards for Pre-Paid Players
- Pre-Paid Registration Forms for any pre-paid players assigned to your table.
- Color-Up chips for the first break.

Check all supplies and chips. If you are missing anything you should notify the floor person. Sign the check in sheet, to show you started at that table.

TABLE ADDON - TOURNAMENTS

If there is a table add on for the tournament. Collect the add-on amount and then pass the add-on chips to the players. You are responsible for keeping track of the add-on chips and the cash from the add-ons. A floor person will at some point come by to collect the add-on money and left over chips, usually during the first break.

- Every NEW player coming to the table should be offered the add-on chips.
- If a player is moving tables that CANNOT get the add-on chips.
- Add-Ons can only be purchased before the player play their first hand at the table.

WELCOME PLAYERS

As the players sit down, please welcome them to the table. We always want a smile on our faces. We want and need for the players to feel welcome so they come back.

PLAYER SEATING - TOURNAMENTS

Players will come to the table in one of two ways:

- Buy-In at Charity Bank, in which case they will have a seat card with the Table and Seat Number
- Pre-Paid Buy-In, In which case the dealer will already have their seat card in dealer setup.

If player has a seat card: Check the card to make sure the player is at the correct table and in the proper seat.

If the player pre-paid you should have a pre-paid form in your setup. Check the player ID against the information on the pre-paid form. If everything is correct have the player sign the pre-paid form for the starting chips.



DECK INTRODUCTION

A new deck should be spread face up and checked to make sure all cards are included. Then spread face down and then scrambled (washed).

- It is vital for the dealer to truly check the completeness and consistency of each deck of cards; not just go through the motions.

Used decks (not separated into suit and numbered order) should be spread face down and then scrambled before being dealt. All cards should face the table while being squared up.

The deck should be spread on the table, at the beginning of the tournament and after each break.

COUNTING THE DECK STUB

The dealer must count the deck stub after the first hand dealt on each table.

- Exception: If the Dealer just introduced a new deck.

The dealer should count the deck stub again at least once during their time at the table.

The proper way to do this is to wait till you have a hand with river action. if you have a 9 person table you dealt 18 cards + 3 burn cards + 5 board cards for a total of 26 cards out. Start your count of the stub from 26 and make sure that you have 52 cards.

If the dealer doesn't count 52 cards, they should not bring this to the attention of the players. The Dealer should simply switch decks and call for a new setup, then notify the floor person that the cards are "STICKY".

SHUFFLING

The only proper routine is:

"Riffle Shuffle – Riffle Shuffle – Riffle Shuffle – Box (Strip) – Riffle Shuffle" (SSSBS).

- Overshuffling / undershuffling is not permitted.
- If you lose track or expose a card during the routine, drop the deck, wash it quickly and start over.
- The cards must be boxed (Stripped) into four or more equal sections (at least 3 strips but no more than 5).

STARTING THE NEW SHUFFLE

- Move your cut card to above your shuffling surface.
- Lightly wash or take 1/2 to 1/3 of the cards off the top of the muck and move them to the bottom of the muck keeping the cards face down so as not to expose the cards to players.
- Square the cards for shuffle with the deck facing the table so as to not expose any cards.
- Shuffle per standard procedure.



CUTTING

When the shuffle is complete:

- Release the deck and place cut card on table directly in front of the deck.
- Collect the antes, if applicable.
- Cut the deck with ONE HAND and release the deck again
- Make sure your free hand doesn't block anyone's view of the deck.
- Place the deck in your hand without capping, butting or tapping the deck.
- Your free hand should not come in contact with the deck unless pitching a card.

HANDLING THE DECK

The deck shall be held parallel to the table at all times; the dealer should not roll the deck sideways or upside down for any reason. The top of the deck should never be obscured from the view of any player; the Dealer should not cap or palm the deck.

BURN CARDS

Before burning a card, the dealer should lightly tap the table letting the players know that round is over and they are about to deal.

- This enables the player to stop the action in case the betting is incomplete.
- Burn cards should be placed straight down onto the table and tucked under the pot.
- It is important for the dealer to burn the card quickly without flashing or exposing the card.
- All subsequent burn cards should be placed above or beneath the first burn card.
- Burn cards must remain on the table until the pot is actually pushed to the winner(s).
- The dealer may NOT look at the burn cards or show them to the players.
- At the completion of the hand, they should be mucked without being exposed.

THE MUCK

When a player folds their hand, the dealer must immediately muck the player's cards.

- The muck should be placed near the top left corner of the table bank and should be protected by the Dealer's left hand whenever possible.
- A dealer or player may NEVER retrieve cards out of the muck.

DROPPING THE DECK STUB

The Dealer should drop the deck immediately after dealing the last card.

The deck should be dropped and spread above the top right corner of the table bank with the cut card placed on top.

- The top of the deck should be retrievable in case there is an irregularity on the deal.



SHOWDOWN

The dealer **MUST** read all hands exposed at Showdown out loud to the table.

- This enables the players to protect their hands from being mucked if read incorrectly.
- The dealer is **NOT** permitted to turn a player's cards face up for them.
- The dealer should not touch a player's hand while reading the cards unless absolutely necessary.
- Moving the cards around to put them in order (also known as "sautéing") is not acceptable.
- You may only reach out to move a card if it is impeding your view of other cards.
- If no players respond by revealing their cards when the dealer announces Showdown, the last aggressive bettor is required to show his hand first.
- In Live Action, unless a hand is exposed, a player may only request to see a hand if collusion is suspected and then so only in the presence of a floor person.
- In Tournament, any player at the table may request to see a called hand. The dealer should take the hand, tap it on top of the muck to officially "kill" it and then turn it face up on the table.
- Even if all players muck their hands **BOTH CARDS** in a winning hand must be shown to win the pot.

SETUPS

Whenever the Dealer starts a new game (Cash or Tournament) or receives a new setup, they must verify the front and back of the deck. When a new setup arrives at the table to be exchanged, the Dealer will take the existing deck in their left hand and raise it over their left shoulder. The Floor Person will place the new deck on the table and retrieve the used decks from the Dealer's left hand.

There should **NEVER** be more than two decks of cards on a table at one time.

BEFORE PLAYER BREAK

The floor will make announcements before the end of the last level before the break. They will include:

- Availability for players to surrender their stack and re-buy at the table
- Availability for players to purchase a "First Break" add-on if available.

If a player want to surrender their stack and re-buy. Have the player leave the re-buy amount in front of their position. Sell them the Table add-on and place it on top of their cash/chips for the re-buy. if they want the break add-on have them leave that with the re-buy cash/chips.

If the player is buying the "First Break" add-on, have them leave the cash/chips in front of their stack.

Before the players leave announce "Players, when you return, the button will be in Seat X"

Ask the players to push out the chips that are to be colored up. **DO NOT** put any additional chips into your tray.



DURING PLAYER BREAK

- Floor will have someone collect the Table Add-on cash and left over add-on chips.
- Floor will collect the First Break add-on cash and give the players their bonus chip.
- If a color up and/or race off is needed it should be completed.
- Both decks should be reset
- Clear the players from the table, players may only sit at the table with 3 minutes or less remaining in the break.
- NEVER leave your table unmanned.

RESETTING THE DECK

During player breaks, the dealer should reset both decks to verify the presence of all 52 cards without duplicates. The back of the decks should be verified during this procedure to verify that all cards are of the same color and design. The decks are reset with diamonds on the bottom, then clubs, then hearts, with spades being the top suit.

Each suit should be set with the King on the bottom, then Queen, Jack etc, consecutively, with the Ace being the top card.

COLOR UP / CHIP RACE-OFF

For most tournaments we will color up during the breaks. During the last level of play before the color up. The dealer should start to remove the chips that will be colored up from the pot when possible. You will have color up chips in your rack — **NEVER use chips from a fresh unused stack that are remaining in your rack or the chips from the table add-on that remain in your rack.**

At the break, the players should have pushed their chips for color up out. Use your color up chips to complete the process. If you run out of color up chips wait for the floor and they will give you the additional chips to complete the process.

The odd chips that could not be colored up because the player did not have enough to complete to the higher chip value should be left in front of the player stack, then the dealer will follow these procedures to race off the remaining chips:

- Shuffle and cut the deck
- Deal one card face up to each chip in consecutive order,
- Collect all of the odd chips and use color up chips to replace them
- In the event of an odd amount, if the difference is 50% or more, the amount will be rounded up to the closest denomination still in play.
- Award the higher denomination chip(s) to the player(s) who received the highest cards, by rank and suit. (Card Rank: Spades, Hearts, Diamonds, Clubs)
- The Dealer should muck each player's card(s) directly after awarding them a chip to ensure than no player receives more than one color up chip.
- A player cannot be eliminated from the tournament during a race off. If a player is "all-in" with the chips about to be raced off, that player will be given the first chip regardless of cards dealt.



DEALER RELIEFS

- The incoming Dealer will tap the shoulder of the outgoing dealer.
- The outgoing dealer will pass the down card and a pen over their shoulder to the incoming dealer while they are dealing that last hand.
- The incoming dealer will print their first name, last name on the down card.
- The incoming Dealer will hold the down card and pen and then place them in the table bank when they sit down.
- When at all possible, the signing of the down card should not take place on the table.
- The outgoing dealer will complete the hand they are dealing and exchange the decks.
- If the incoming deck is set up, the outgoing dealer will spread the deck face up.
- If the incoming deck is not set up, the outgoing dealer will spread the deck face down.
- This is the only time the deck will be changed unless the dealer or player notices a marked card or the dealer counts the stub and doesn't have the correct number of cards.
- The incoming dealer will either complete the introduction of the new deck or directly wash the used deck.

PLAYER DOWN

When a player is eliminated from the tournament, the dealer should wait for the player to leave the tournament area and then notify the Floor Staff by announcing "Seat Open, Table Number #". The dealer will also place the appropriate Seat Card on the table in front of that seat for the Floor Person to pick up.

Dealers may not continue dealing at a table with FOUR or more seats available. The dealer must notify the Floor Staff immediately. This is the standard number for all games until notified differently by the Floor Staff.

BREAKING TABLES

When asked to "High Card" because it is time to break the table, the dealer should:

- Shuffle the deck ONE time,
- Cut the deck,
- Deal a card face up for each player at the table, in a row above the table bank.
- The Dealer should NOT pitch these cards to the players
- After the players leave, the dealer will set up both decks of cards
- Pick up any trash around the table,
- Straighten the chairs,
- Return all items to the staging area including unused chips



HAND FOR HAND

The Floor Person will announce when the tournament has reached a Hand for Hand situation.

The dealer will then:

- Deal one hand,
- Spread the deck face down in front of the table bank,
- Wait for the announcement from the Floor person to deal the next hand.
- This continues until the appropriate number of players have been eliminated from the tournament and regular play resumes.
- There are no dealer pushes during Hand for Hand play

MAKING CHANGE

The players are NEVER allowed to make change from the table at ANY time. If a player attempt to do it. Just politely say "Sorry, please don't touch the chips in play, I will make change for you". Chip change for a player's bet should be made from the pot at the end of each betting round.

The only exception is on the first round of betting - at this time chip change should be made from the bets on the perimeter ONLY after the completion of the betting round. You do this by:

- Pulling in all completed bets that do NOT need change.
- Then go around the table and make change as needed.
- After proper change is given to the player, then pull in the over sized chip into the pot.

DEALER INSTRUCTIONS TO PLAYERS

As the dealer, give clear, concise directions to the players at your table. i.e.: "Action", "Bet", "Raise", "Showdown", "Hands Please", "Discards Please".

We will have a mix of players some very experienced and some may be playing for the first time. We want everyone to have fun, but we also want to run a very professional room.

- Try not to use slang, such as "Flip them Up", "Show me a Winner", "What have you Got?"
- A dealer should not repeat basic actions such as "CHECK, CHECK, CALL, CALL, CALL" etc.
- The winning hand should be properly announced. Ex.: Kings full of Nines
- "SPEAK UP" The players must be able to hear your directions; the room may be very noisy.

ABSENT PLAYERS

Never SHORT PITCH an absent player. The rule is "AT YOUR SEAT" by the time the last card is dealt to the button. Short Pitching the missing players especially around the ends of the table could cause a mixing of the cards. The player can assume his seat up to the point that the last card is dealt to the button.

But if the player is not in his seat when that cards hits the table, their hand is DEAD and must be mucked. DO NOT makes exceptions to this rule even if the player is close. It has to be applied across the board without exception.



MISDEALS

Include but are not limited to:

- Two or more boxed cards are found during the initial deal.
- The first card dealt is dealt to the wrong seat.
- Cards are dealt to a seat not entitled to a hand.
- A seat entitled to a hand is skipped and dealt out.

In addition during FLOP Games:

- Either of the first two cards dealt off the deck, to the blinds, are exposed.
- Any two down cards are exposed by dealer error.

The first exposed card is replaced after all players receive their initial starting hand, the exposed card becomes the burn card. It is to be placed on the stub face up and flipped down when the burn card is dealt. ALWAYS announce "X of Diamonds has been exposed, and will be the burn card" So all players at the table are aware of the situation.

REMEMBER: The second exposed card in the initial hand, to any player, constitutes a " MISDEAL "

Note: Players may receive two consecutive cards on the button.

In STUD games a misdeal is also called if:

- If either of the players 1st two down cards, are exposed by dealer error.

If a MISDEAL is DECLARED the re-deal is an exact re-play: the button does not move, no new players are seated, and limits stay the same. Cards are dealt to players on penalty or who were not at their seats for the original deal, and their hands are killed after the re-deal. The original deal and re-deal count as one hand for a player on penalty, not two

"NOTE" After Substantial Action, a misdeal cannot be declared. The hand must proceed to completion.

SUBSTANTIAL ACTION

- Any two actions in turn, at least one of which, involves putting chips into the pot. i.e: Any two actions except two checks or two folds
- Any combination of three actions in turn. i.e: Check, bet, raise, call or fold.

BET LINE

Our tables have a bet line. Players must put the chips past the bet line for it to be considered action. Once the player goes over the bet line with chips, a bet/call must be made. Players are allowed to go over the bet line with a stack of chips and not bet all of the chips in their hand.



ACTION OUT OF TURN

is subject to a penalty (if done consistently to influence play before the player who acted out of turn) and the called action is binding if the action to the player has not changed.

A check, call or fold does not change the action. If action changes, the out of turn bet is not binding and is returned to the out of turn action player who then has all options available including making a call, raise or fold.

An out of turn “FOLD” is “BINDING” under any circumstances. A dealer should “IMMEDIATELY” muck hands released with forward motion by a player.

The first rule of poker, from a player’s prospective, is to always “PROTECT their HAND“. Therefore, a player skipped by out of turn action must defend the right to act. The floor should be called to render a decision on how to treat the skipped player.

TABLED HANDS

A Participant’s hand which is placed face-up on the table, visible to the dealer and all others at the table. The dealer cannot read a participant’s hand until the entire hand, “ALL” cards, has been tabled.

If a participant has released his hand face down with forward motion at any time, to include “OUT of TURN” action; the hand must be mucked immediately. This may include a participant who is in the big blind and releases his hand; muck the hand and then inform the participant that he was in the big blind. Do not push the hand back which has been released in the big blind to the participant. “DO NOT” leave a hand that has been pushed forward, face down available to a participant to pull back and continue play.

Cards speak - The player does not have to correctly identify the hand to win the pot if fully exposed, face-up on the surface of the table. Cards which are held in the players hand even though exposed to another player should not be read by another player; “ONE PLAYER to a HAND ”

DECLARING A WINNING HAND

After all cards have been properly tabled, and the dealer reads the hands.

- Losing hands should be flipped over and placed on top of the muck
- The winning hand should be left face up on the table
- The dealer should display the winning hand by tasing up the cards that form the winning hand from the board or pulling down the cards that do not play for the board.

This needs to be done to ensure no dealer error. If there is an error, by placing the losing mucked cards on top of the pile they are easily retrievable. Table cards that are winners cannot be muted by mistake. Tabled Cards Speak.

RABBIT HUNTING

No Rabbit hunting is allowed. Rabbit hunting is revealing any cards “that would have come” if the hand had not ended.



ACCURATE COUNT of CHIP STACK

During regular hand play, call out the action. i. e. Raise to XXX or re-raise to YYY.

But NEVER count out or touch a all-in bet unless you are asked for a count by they player with action. If someone else ask for a count, tell them “Sorry, when it’s on you, I can give you a count”.

At any time during play, players are entitled to a reasonable estimation of an opponent's chip stack. Players may request a more precise count if facing an All-In bet. The All-In player is not required to count his stack. The dealer or tournament official will count the stack.

You are never allowed to count the pot, you can and should spread the pot so it is visible to the player if requested.

Players are encouraged to keep their chips in stacks of twenty to provide a reasonable estimate of value.

DEALING AFTER PLAYER IS ALL-IN

Poker should be fun and have a sense of excitement, the quickest way to lose the enthusiasm is to deal too quick in a all-in situation. Slow down, let the players enjoy this moment, give them time to see the outs and have a bit of table talk.

LATE / RE-REGISTRANTS

Players " WILL NOT " post when arriving late for a tournament. A late arriving player will assume the position of the seat according to the seat card presented at time of arrival. They will start with a full stack and are entitled to buy any add-ons that were offered.

- A late arriving player will not receive a hand between the Button and Small Blind.
- If between the Button and Small Blind, the late arriving player “ MUST “ wait for the Button to pass his position.

DECEPTIVE VERBAL ACTIONS

Actions by the players should be cleared and not deceptive. Some players use this as a way to angle shoot other players. If you have a consistent problem with this call the Floor Person to the table.

If a Player:

- Announces “Raise to two” and they tosses out two large chips, the ruling should be two hundred if that would be a legal raise.
- Announces “Call and raise to.....” The action will be a call and no raise is allowed.
- Announces “Raise to 5” and tosses out a 5000 chip. The raise would be to 500 if it’s an allowable raise in the particular situation

Take the time to explain why you ruled the way you did. In some cases it’s a honest mistake because the player is new to the game.



SPLIT POTS - ODD CHIPS

In many games, there will be instances when you have matching winning hands at Showdown. When this occurs the pot is split evenly between the winners.

In High-Low Games, the pot may be split in half. The first half of the pot is awarded to the high hand winner(s). The second half of the pot is awarded to the low hand winner(s).

To split the pot quickly, always start stacking with the highest denomination chip towards the players and work towards the lowest denomination of chips. When splitting the pot, the burns should always be protected by a chip until the pot is ready to push. The pot should be split “CLEAN”; that is by not stacking any denomination on top of another denomination.

- The main pot and all side pots will be split separately, never mixed together.
- When awarding the chips to the winning hands; Pay High hand, kill high hand (Unless the high hand also is a low hand winner) then, Pay Low hand, kill low hand.
- Most often, if a pot must be re-split, it will occur with the low hands.
- By using Pay High, Kill High; Pay Low, Kill Low; an error may be avoided from missing the additional low hands.

In FLOP GAMES:

- High only games - the first hand clockwise from the Button receives the odd chip.
- High-Low split games – the high hand receives the odd chip in a split between the high and the low hands.
- In the case of tied high hands or tied low hands, the first hand clockwise from the Button receives the odd chip.
- In the case of single or multiple side pots, follow the above procedure for each pot separately.

In STUD GAMES:

Stud Games: Seven Card Stud, Seven Card Stud Eight or Better, Seven Card Stud Hi/Lo Regular, or Razz

- The odd chip will be given to the highest card, by rank and suit.
- This selection is made from the 5 card hand that the player displayed for showdown.
- If more than two players tie and there is more than one odd chip, no player may receive more than one extra chip.
- The player with the second-highest card in his hand, by rank and suit, gets the second chip, etc.

In DRAW GAMES:

Hybrid Games such as Badacey and Badeucey, the odd chip will go to the winner of the five card hand

NOTE: The Odd Chip will be broken down to the smallest denomination of chips in play. Ex: A pot of 900 to be split between two players (9 chips @ 100 each) The odd chip must be broken down into 4 chips of the 25 denomination, if the 25 denomination chip remains in play. If the 25 denomination has been removed from play, the odd 100 denomination will be split in accordance with the rules for the game as described above.



WATCH THE CHIPS

Tournament chips may never be put into players pockets or otherwise canceled for any reason. Please tell the player to remove the chips immediately and call the floor person to the table.

In most cases it's a totally innocent mistake but we need to protect the chips because a player could take high denomination chips late or after a tournament is finished and try to reintroduce them into another tournament at a later time.

ACCIDENTAL MUCKING OF HANDS

The players are responsible to protect their hands at all times. If you accidentally muck a players hand, if possible it can be retrieved from the muck if there is 100% certainty of where the cards are. If you have this situation, you should:

- Stop the action, and do not touch or allow any player to touch the cards or muck
- call the Floor Person to the table

The Floor Person will determine if the cards are retrievable.

It is always a good practice if you notice players in the 1 or 10 seats not protection their cards to tell them to "Please cap your cards, to avoid me mucking them by accident"

BOUNTY TOURNAMENTS

For Bounty Tournament, when a player buys-in they will be given a "bounty chip" (Usually a cash chip) in addition to the starting chip stack for the tournament. In the event that a player goes "All-In", the player's tournament chips and "bounty chip" are included in the wager. If the player busts out, the winner will receive that "bounty chip" and will then move forward in the tournament with his/her original "bounty chip" and an additional "bounty chip" that was won from the player that busted out. This process will repeat until there is only one player left and consequently no more "bounty chips" to be won or lost.

Note: A player does NOT win another player's stack of bounty chips. He/she only wins the one bounty chip of the actual player they knocked out.



TABLE SETUP - CASH / LIVE ACTION

When you arrive at your assigned table you should make sure there are the correct number of chairs for the game. Our cash games will be played 9 handed. Make sure the table is neat and clean, you should have:

- 2 Decks of Cards - Check that they are different colors
- Dealer Button
- A Pen
- Dealer Check-In Sheet

Check all supplies and chips. If you are missing anything you should notify the floor person. Sign the check in sheet, to show you started at that table.

Follow tournament rules for things like deck introduction, counting the stub and other normal poker dealer procedures.

RAKE

10% - maximum \$4 (\$1 is raked from the pot for every \$10 added to the pot) in addition if a pot reaches \$40.00 we will rake an additional \$1. for promotions such as high hands, bad beats and other room promotions.

Rake must be collected progressively and must be done after each betting round as follows:

- After the first betting round is complete, the dealer will clear the perimeter of all bets and establish the pot.
- The dealer will then tap the table, burn, deal the next street of cards and direct the action.
- While the participants are acting on their hands, the dealer will remove the appropriate amount (in chips) from the pot and place it next to the cash drop.

Note: Sometimes during the action of a single street, a bet and a raise or multiple raises will occur and the hand will end on that street. It is the dealer's responsibility to rake the appropriate amount accordingly. I.e. 1-3 No Limit Hold'em Game. Pre-flop there is \$9 in the pot (3 participants). Participant A bets \$20 after the flop, and it's raised to \$60 by Participant B. Everyone folds. Rake is \$4, owed for \$40 plus the \$1 for promotional so total rake is \$5.

This procedure is repeated after each betting round until the hand is over and/or the maximum rake has been collected.

The dealer should also color-up the chips on the rake slide whenever possible to \$5 red chips.

The rake must remain on the table until the completion of the hand.

RAKE REDUCTION

Dealers can automatically reduce the maximum \$4 rake to the new maximum noted below:

- 4-handed: \$3 + \$1 Promotional
- 3-handed or less: \$2 + No Promotional offers or additional rake applies



PLAYER SEATING

When a player's seat is available they will be called to the live action podium to pick up a table card. The player will give that card to the dealer when they arrive at the table and take the open seat available.

- Any existing player at the table may request or have a seat change button and move into the newly opened seat.
- The new player coming to the table will take the remaining open seat position.
- Note: If a new player has not taken a hand, any existing player at the table may opt to move to that seat.

Dealers will not allow any player(s) to sit at their table if they do not have an appropriate table card. The dealer will keep the seat cards for the table in the card well, organized by seat number.

When a player permanently leaves the table, the dealer will notify the Floor Staff by calling out loudly "Seat Open, Table Number #". The dealer will place the Table Card on the table in front of that seat for the Floor person to pick up and deliver to the podium.

POSTING

Please refer to the table game placard to determine whether a new player will post in any given game.

Note: In general, limit games will require a post and no-limit or pot-limit games will not. Please check the placard.

MAKING CHANGE

Chip change for a participant's bet should be made from the pot at the end of each betting round.

The only exception is on the first round of betting - at this time chip change should be made from the bets on the perimeter "ONLY after the COMPLETION" of the betting round. The correct procedure is to pull in all bets that do not need change. Then go clockwise making change for the players from the pot as needed, pulling in the oversized chip into the pot as change is made.

CASH ON THE TABLE

State rules will not allow us to have ANY cash on the table being used for bets. If chips are needed for a player call the Floor.

Dealers are NEVER allowed to sell chips to players directly.



COLLUSION

A participant may only request to see a hand if collusion is suspected, and then so, only in the presence of a floor person.

Note: When a participant asks to see another participant's hand, call a floor supervisor immediately. When the supervisor arrives, please tell them that "this guest has asked to see this guest's hand". The supervisor will take it from there.

- If a hand has been exposed to one or more participant, the hand must be shown to all participants.

Note: Please under no circumstance say/use the word collusion when explaining.

MISSED BLINDS

A player who misses any or all blinds can resume play by either :

- Waiting for the Big Blind position
- Or by posting all the blinds missed.
- If the player is making up one blind bet, that bet is live.
- If the player is making up two blind bets, the Big Blind bet is live and the Small Blind bet is placed in the pot, as dead.
- If a player **ONLY** missed the Big Blind and returns before the next hand has been dealt; he may "Buy the Button" by posting the Big Blind (live) and the Small Blind (dead).

With the next hand the blind positions return to normal with the player due to be Big Blind and Small Blind posting and the player who bought the button for the previous hand in the Dealer position.

The player cannot make up the blind bets and begin play in between the Small Blind position and the Button. The player must wait for the Button to pass.

INCOMING PLAYER

An incoming player can enter the game without posting **UNLESS** the open seat is in the best position; at which time the player must wait one hand before entering the game.

Note: Best position denotes the button position, or in the absence of the button position, last action before the blinds. A new player may post a big blind between the Button and Small Blind. (BUY the BUTTON). At the end of the hand, the button will jump over the new player.

STRADDLE BETS

Straddle bets are permitted and must be posted before any cards are dealt.

In No-Limit and Pot-Limit games, the player with the Dealer Button has first option to straddle. The player in third position ("under the gun") has second option. These are the **ONLY** positions allowed to straddle. Double or re-straddle is not allowed. The maximum straddle is 3X the big blind.



RUNNING IT TWICE

Running it twice is an agreement between the players involved in the immediate hand to run a second or third complete board, a second or third turn and river card, or a second or third river card. We will allow players to run it a maximum of 3 times.

BAD BEAT JACKPOT

We will offer a Bad Beat to the players. the MINIMUM losing hand is Aces full of Kings or better.

The Bad Beat shall apply to the game of Texas Hold 'Em only. In order for a hand to be eligible to qualify for a Bad Beat:

- Only applies to Cash Texas Hold Em tables
- The pot must be a minimum of \$20. (Other minimum pot limits apply for high limit games.)
- A minimum of four players must be seated and dealt in at the beginning of the hand
- A Bad Beat shall apply to only the first natural five community cards dealt. (If players run it twice the additional boards do not qualify).
- Player must have Aces full of Kings or better beaten.
- Both hole cards from both players must play.
- In a multi way pot the hole cards of at least two players must play

Players must play their hands independently. If there is any discussion of the prize during the playing of the hand warn the players that any further talk could void the Bad Beat Jackpot. Call the floor.

If any player, whether directly or indirectly involved in the hand, passes information or instructs another on how to act or reveals his/her hand to other players, the Bad Beat Jackpot will be disqualified.

Payouts of the Bad Beat Jackpot are as follows:

- 50% of the Bad Beat Jackpot will be awarded to the Bad Beat hand (losing hand).
- 25% of the Bad Beat Jackpot will be awarded to the winner of the hand.
- 25% of the Bad Beat Jackpot will be awarded equally among the balance of the seated players on the game who received cards at the beginning of the hand.

If a Bad Beat is hit on the table:

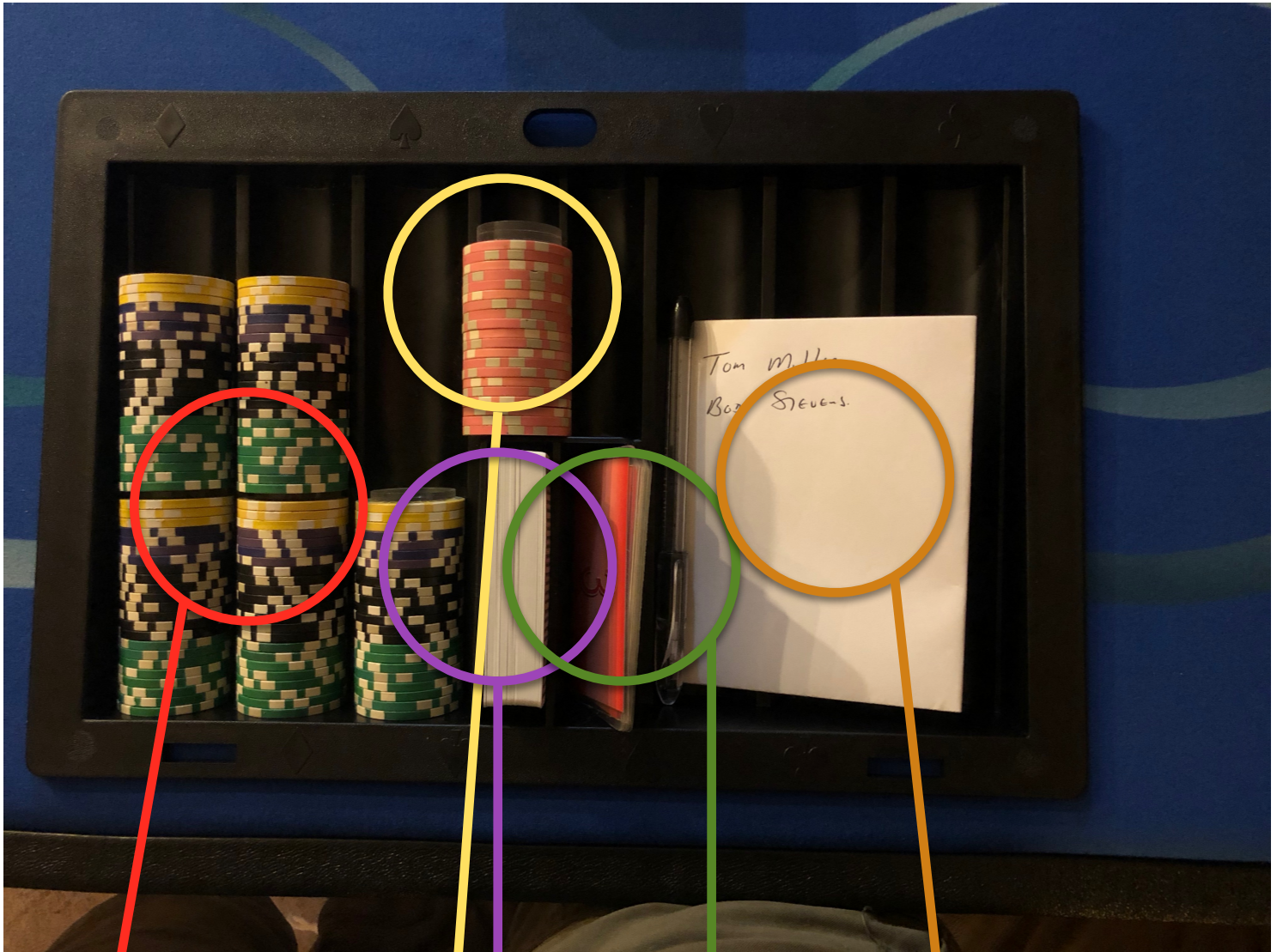
- Immediately call the Floor Person
- Do Not touch any cards on the table or let players touch any cards on the table

FOUR CARD FLOP

Should the flop consist of four cards (in lieu of three) whether exposed or not, the dealer shall scramble the four cards face down. A Tournament Official will be called to randomly select one card to be used as the next burn and the three remaining cards will become the flop.



Diagram 1 - Dealer Tray Set-Up Tournaments



Additional Buy-Ins

Second Deck

Seat Cards

Sign-In Sheet & Pen

Table Add-On Chips

Note:

- Cash for payment for “Table Add-On’s” should be put in the slot with the seat cards.
- Chip for payment for “Table Add-On’s” should be put in the first row by the sign-in sheet



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Seven Card Games - Quick Reference

Game -	Seven Card Stud
Format -	Limit
Max Players -	8
Initial Deal -	2 Cards face down, 3rd Street face up
Action Directed to -	Low Card by rank & suit
Option:	Bring-In or complete to a full bet
4th Street -	Dealt face up
Action Directed to -	High Hand (LOWER LIMIT by Structure)
4th Street Open Pairs Options -	Option to open to higher betting limit
5th & 6th Streets -	Dealt Face Up (HIGHER LIMIT by Structure)
Action Directed to -	High hand
7th Street -	Dealt face down (HIGHER LIMIT by Structure)
Showdown -	After Completion of all betting
Best Hand -	Royal Flush

Object of the game: To make the best 5-card high hand from the seven cards dealt.

To prompt the first round of betting, the dealer is required to announce the LOWEST CARD showing by RANK and SUIT. Even if there is only one card of that value on the table, all players should be aware of who is initiating the action. The Low Card by rank and suit is the initial Bring-In, called 3rd street. The player with the low card has the option to post the bring-in bet per the structure or complete to a full bet

If there is a pair showing on 4th street, all players in the hand have the option of betting or raising to the higher limit.

A single chip bet on 4th street is considered to be the minimum bet unless the larger bet is stated by the player.

The 4th street rule applies to Seven Card Stud – High Only and does not apply to any of the other seven card formats.



Seven Card Games - Quick Reference

Game -	Seven Card Stud Hi/Low 8 or Better
Format -	Limit
Max Players -	8
Initial Deal -	2 Cards face down, 3rd Street face up
Action Directed to -	Low Card by rank & suit
Option:	Bring-In or complete to a full bet
4th Street -	Dealt face up
Action Directed to -	High Hand (LOWER LIMIT by Structure)
4th Street Open Pairs Options -	NO Option to open to higher betting limit
5th & 6th Streets -	Dealt Face Up (HIGHER LIMIT by Structure)
Action Directed to -	High hand
7th Street -	Dealt face down (HIGHER LIMIT by Structure)
Showdown -	After Completion of all betting
Best Hand -	Royal Flush (High) Wheel (Low)

Object of the game: Is to make the best 5-card high hand and/or the best 5-card low hand.

The game is dealt the same as 7-Card Stud with the following exceptions:

- The dealer announces new pairs and the high hand for each round to start the action.
- When play begins “heads up”, the dealer should leave the bets in front of the players until Showdown.
- The total pot (bets collected AND those left in front of the players) should be split and awarded accordingly.
- There is no higher betting option for a pair showing on 4th street.

In order to qualify for a low, the player must have five individual cards with a value of eight or below. Different five card combinations may be used for the high hand or low hand. An “Ace “ can be played either high or low such as an Ace high straight for high hand and a “ 7, 5, 4, 2, A “ low hand.



Seven Card Games - Quick Reference

Game -	RAZZ
Format -	Limit
Max Players -	8
Initial Deal -	2 Cards face down, 3rd Street face up
Action Directed to -	High Card by rank & suit
Option:	Bring-In or complete to a full bet
4th Street -	Dealt face up
Action Directed to -	Low Hand (LOWER LIMIT by Structure)
4th Street Open Pairs Options -	NO Option to open to higher betting limit
5th & 6th Streets -	Dealt Face Up (HIGHER LIMIT by Structure)
Action Directed to -	Low hand
7th Street -	Dealt face down (HIGHER LIMIT by Structure)
Showdown -	After Completion of all betting
Best Hand -	Wheel (Ace Plays Low)

Object of the game: Is to make the best 5-card Low hand.

The game is dealt the same as 7-Card Stud, but with the following exceptions:

- The HIGHEST CARD showing by rank and suit will be the bring-in. (King of Spades is the highest card by rank and suit)
- The player has the option to post the bring-in bet per the structure or to complete to a full bet.
- The action begins with the lowest hand on the subsequent betting rounds, 4th, 5th, 6th and 7th streets.
- The Dealer announces new pairs and the LOW hand for each round to start the action.
- The Ace always plays as a low card in Razz.



NOTES for 7 CARD STUD GAMES:

SHORT STUB - Seven Card Games

When dealing to 4 or more players, BEFORE beginning to deal 7th street, the Dealer should:

- Count the number of players remaining in the hand and add two to that number (one for the burn card and one for the last card)
- Then, count the cards remaining in the deck stub by slightly spreading them apart, taking care, not to reveal any of the remaining cards to the players.

If there are not enough cards for all players to receive a card from the stub, the dealer will determine if adding the burn cards will equal a sufficient number. Eg. 5 players remain + 2 (burn card and last card) = 7 cards required to complete 7th street.

If the answer is **“YES”**, eg. 5 card stub + 3 burn cards = 8 cards total, the Dealer will:

- Drop the stub, scramble with the burns, create a new stub, cut, burn;
- then deal an individual card to each remaining player.
- DO NOT deal down to the last card before mixing the burns to create a new stub

If the answer is **“NO”**, but the stub has three or more cards, the dealer will:

- Burn and deal a community card in the center of the table.
- Announce to the table that a community card is in play. Do not announce the rank and suit.
- A minimum of three cards is required for dealing a community card without using the burns. (One card for the burn, one card for the community card and one card for the bottom card)

If the answer is **“NO”**, and the stub has less than three cards (1 or 2 cards), the dealer will:

- Drop the stub, scramble with the burns, create a new stub, cut and burn;
- Then deal a community card in the center of the table.
- Announce to the table that a community card is in play. Do not announce the rank and suit.

NOTE: The hand first to act on sixth (6th) street will be the first to act on seventh (7th) when playing with a community card.

EXPOSED SEVENTH STREET (FINAL DOWN CARD)

Should seventh street be dealt face-up....

...to the first active player, all remaining players will receive seventh street **“FACE UP”**

...any other active player, all remaining players will receive seventh street **“FACE DOWN”**.

The player receiving seventh street **“FACE UP”** can either play through as normal or declare **“ALL-IN”**. The all-in declaration must be made prior to the commencement of any action on seventh street.

The dealer should provide the player who receives seventh street **“FACE UP”** the proper options.



CARD EXPOSED - DELIVERED with ACTION INCOMPLETE (4th, 5th or 6th Streets)

- Place the exposed card in front of the dealer tray – “DO NOT MUCK”
- Finish dealing that round, give player with exposed card the next card.
- Complete Betting Action
- Deal one card, face down, for each player remaining in the hand and combine with the card set aside from above and leave in front of tray.
- Burn, then deal remaining streets as normal. Prior to dealing seventh street, Scramble the cards from the top of the tray to form a new stub.

Note: There should be four (4) Burn Cards, NO MORE – NO LESS.

ABSENT PLAYERS

“Never” - “SHORT PITCH” an absent player. The rule is “AT YOUR SEAT” by the time the last card is dealt to the button. Dealers will deal hands to all seats with chips even when the player is absent and post the player’s ante, if applicable. If the absent player(s) has not returned to the seat by the time the last initial card is dealt, third street; the dealer will immediately:

- Muck the DOWN cards and leave their UP card on the table.
- Post the bring-in bet for the absent player (IF APPLICABLE).
- Complete the betting round.
- Muck the absent player’s UP card in turn.
- If the absent player has to post the bring-in bet, the up card remains on the table until the action has returned to their seat.

The up card is mucked when facing action or at the end of the betting round on third street.

“DO NOT” deal subsequent streets to a missing player.

DEAD HANDS and MUCKING in STUD

In stud poker, if a participant picks up the up-cards while facing action; the hand is “DEAD”. Proper mucking in stud is turning down all up cards and pushing them all forward face down. A player’s up-cards must remain in the order received; reorganization may result in a penalty or a dead hand. Call the floor.

ALL-IN for the ANTE

When the low card in Stud or Stud 8 or the high card in Hi/Low regular or Razz is “ALL-IN for the ANTE”, the next player in rotation will be directed to either post the bring-in or make the completion to the full bet in accordance with the structure for the event. Do not jump across the table to the next card by rank and suit.



UNDECLARED RAISE in SEVEN CARD STUD

STRUCTURE: Ante 1,000, Low Card Bring-in 1,000, completion 4,000, Limits: 4,000 – 8,000. After the bring-in, a Player throws 2,000 in chips into the pot without declaration. What is the ruling? This is a call of the Bring-In for 1,000. The amount to complete the wager to 4,000 is 3,000. The player would have had to place a minimum of 2,500 into the pot, the 1,000 to call + 1,500 (½ of the 3,000 required to complete the bet), to be required to complete the bet without verbal declaration. REMEMBER...in “LIMIT” poker, a player, without declaration, must place the amount of the call plus a minimum of half of the raise into the pot in order for his action to be ruled as a raise.

A “ COMPLETION “Is NOT a “RAISE”

While dealing 4th, 5th & 6th and 7th streets, the dealer will call out the high hand to initiate action. The dealer **MUST** call out all pairs and higher hands that are new to the table. The dealer **DOES NOT** call out any possible hands such as possible straights, flushes, etc.

HEADS UP - ALL-IN & CALL

In Seven Card games such as Stud, Stud-8 or Razz; subsequent cards (if applicable) will be dealt face up until 7 TH STREET. The dealer will deal the last card face down; “BOTH” players “MUST” turn the final down card face up for Showdown.

STACKING CHIPS & SPLIT POTS

In all Hi-Lo split games, the Dealer will NOT stack the pot until the last card has been delivered. In " 7-Card Stud HI / LOW SPLIT GAMES "; the last card delivered is "SEVENTH STREET". The dealer should concentrate on directing the action of the game before the pot is stacked - ready to split. Please refer to the section describing the method to stack and split a pot.

