

OVER \$17 BILLION FOR EDUCATION SINCE 1974.



Dear Financial Manager,

The Lottery is pleased to present you with a secure website to gather your retailer accounting information. The website can be accessed from the Ohio Lottery homepage at www.ohiolottery.com, by selecting "For Retailers" at the top of this page, right side. Click on the "Retailer Financials" link in the middle of the page. On the Retailer Financials page, click again on Retailer Financials and you'll be taken to the financial accounting website.

Here is the direct link: <https://oh.reptweb.com/Login.aspx>



Consider bookmarking this page as a "favorite" in your internet browser.

To sign on, your USER ID will be your agent number (without the leading "0") and your PASS CODE will be the four-digit code that you use to access manager reports at the terminal. If you have any questions, please call 1.800.686.4208 and select #1 for an agent, next select prompt #2 for "Financial Information", which will connect you to "Agent Accounts".

Once you successfully login, select the Reports icon.



The screen with the main menu below will display.

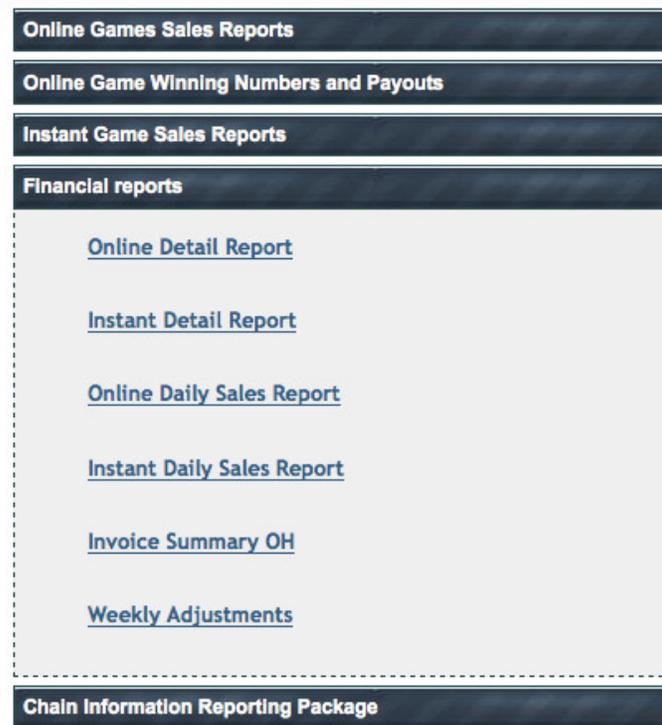


The bottom category, Chain Information Reporting Package, contains information for our chain partners that combines information from multiple stores. As an independent retailer, these reports will not apply to you.

KEY FEATURES

The site contains enhanced reports that can be accessed as a PDF, as an Excel spreadsheet, a Word document, or by using Crystal Reports. Soon, information will be available in XML data formats. The reports are organized into four categories and each report can be generated for a single location, or multiple locations, if warranted.

Financial Reports



The Online Detail Report provides online game sales, cancels and cashes for a date range.

The Instant Detail Report provides instant sales and cashes for a date range.

The Online Daily Sales Report details sales and adjustments for a specific day.

The Instant Daily Sales Report details sales and adjustments for a specific day.

Invoice Summary OH provides a snapshot of your financial transactions for the invoice week and the net amount or credit due. To access the report:

Choose the week ending date (select appropriate week)

From the pull-down menu, select the output - preview; PDF; etc.

Review the financial entries

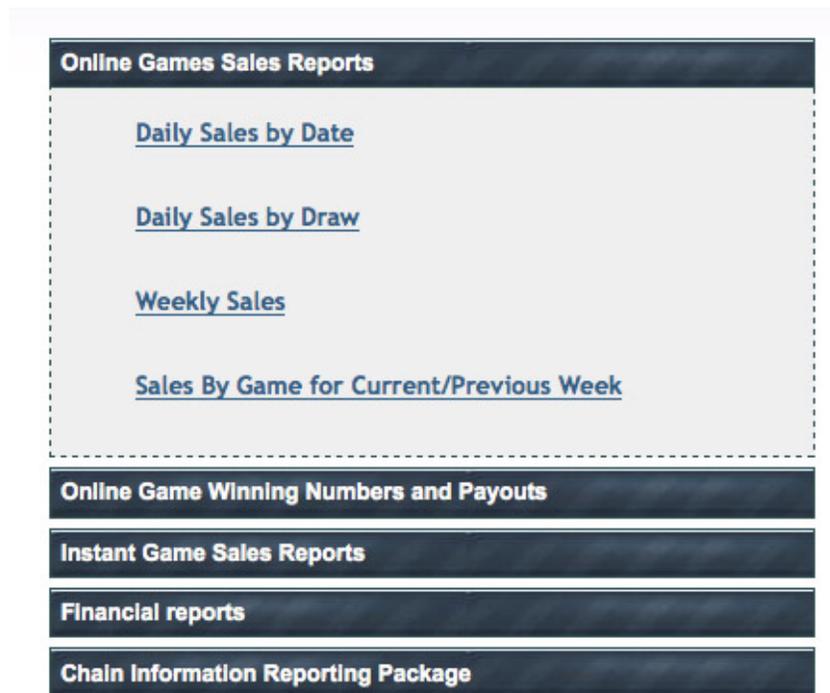
- One line for online transactions

- One line for instant transactions

Totals will be tallied at the bottom of the report under the Grand Total line item.

The Weekly Adjustments report provides a detailed description of financial adjustments for a one week period.

Online Game Sales Reports



To access reports for online sales for a single date, a single drawing, a full week or to compare the current and previous week:

- Select desired report
- Select game name
- Select draw date or draw number
- On the Daily Sales by Draw report, if the game is drawn twice daily, you will have an opportunity to select a single drawing
- Press submit

Online Game Winning Numbers and Payouts

Online Games Sales Reports
Online Game Winning Numbers and Payouts
<u>Winning Numbers for any game for a given date</u>
<u>Winning Numbers for the last 10 draws, for any game</u>
<u>Raffle report, last draw</u>
<u>Yesterday's Draw for all online games</u>
<u>Jackpots</u>
Instant Game Sales Reports
Financial reports
Chain Information Reporting Package

Useful reports that provide information on drawing results and prizes paid are available under Online Game Winning Numbers and Payouts. Here you'll find winning numbers by date, for the last ten draws and for yesterday's draws. Also included is the last Raffle report and jackpot information by date.

Instant Games Sales Report

Online Games Sales Reports
Online Game Winning Numbers and Payouts
Instant Game Sales Reports
<u>Settlements and Returns</u>
<u>Weekly Settlement Activity</u>
<u>Inventory Summary</u>
<u>Weekly Cashes Detail</u>
<u>Weekly Book Settle Detail</u>
<u>Active books</u>
Financial reports
Chain Information Reporting Package

[Settlements and Returns](#) shows all books settled and returned on a single day. [Weekly Settlement Activity](#) lists all books settled for a week or weeks. [Instant Inventory Summary](#) lists all books of a single instant game. [Weekly Cashes Detail](#) lists a total of instant game cashes by game. The [Weekly Book Settle Detail](#) report lists books settled by week or weeks. This report also indicates whether a book is auto-settled or settled using the barcode at the store. The [Active Books](#) report lists the number of active books, by game, at the location.

Updated April 29, 2011