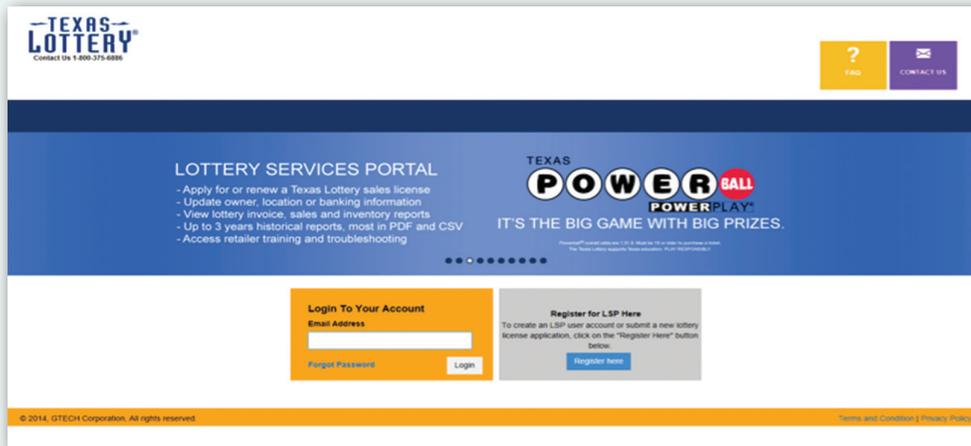


Retailer Services Center to Lottery Services Portal

Improved Online Access to Your Lottery Business Information
at tx.gtechlsp.com

Lottery Services Portal (LSP) replaces the current **Retailer Services Center (RSC)**. LSP allows existing and potential Texas Lottery retailers to register for an LSP account, add and maintain users, apply for or renew a lottery sales license, manage their lottery license information, view and download reports and utilize many other features based on the user's role. LSP requires browser versions of **IE 9** or higher, Chrome, Firefox or Safari.



Current Users

Current **RSC** primary users who have successfully logged in since January 1, 2015, will automatically migrate to **LSP** on **Monday, July 6, 2015**.

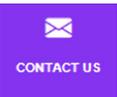
- Only one primary user email address will migrate.
- Your username is your email address.
- Your password is your current RSC password.

How to Sign Up

Go to tx.gtechlsp.com or txlottery.org, where you may use the link provided. Click on the **Register Here** button.

- Lottery retailers use their Texas Lottery ID to sign up.
- Owners who do not have a Texas Lottery ID may receive a temporary ID and complete a license application.
- Complete the 4-step LSP authentication process and click **Submit**.

LSP Navigation

	Get answers to Frequently Asked Questions like: How do I register for a LSP account? What if I forgot my password? How do I apply for a Texas Lottery sales license? How do I add or delete an owner?
	Submit comments regarding Licensing, Reports and Statements, Terminals and Equipment, or Other. Texas Lottery mail, phone and email information is provided.
	View and print reports in PDF or CSV for your location(s) including Pack Inventory, Packs Activated, Statement Summary, Average Weekly Sales and Incentive Payment History.
	Submit license applications or renewals and view or update license owner and location information, add or remove owner, and update bank account information.

Button Reference Chart

	Access the Retailer Guide to Lottery Policies and Procedures, general information, forms and refresher training.
	Make updates to your LSP account including changes to personal information, email address, password and password hint questions.
	A Primary User may add secondary users and provide them different permission levels to view reports and update information.
	A Primary User may update information for secondary users, change their role type and access level.



SUPPORTING TEXAS EDUCATION
AND VETERANS



Navigating Reports

1. After selecting **REPORTS** from the LSP logged in page, the REPORTS screen opens.
2. From the **SELECT RETAILER** drop down menu, select the retailer location to view reports.
3. Select a **Start Date** from the calendar option then an **End Date**; both dates must be entered.
4. From the **Report Category** drop down menu, select a category.
5. From the **Report Name** menu, select a report.
6. Run the report either in **PDF** or **CSV** by selecting the green folder icon under the desired report type.

Note: All reports will be displayed by invoice week.

Game	Issued		Confirmed		Active	
	Count	Amount	Count	Amount	Count	Amount
1938 SECURE SHIELD TEST GAME	0	\$0.00	1	\$250.00	1	\$250.00
1939 POLLARD TEST GAME	0	\$0.00	1	\$500.00	1	\$500.00
1940 TEXAS SECURE SHIELD BARCODE TE	0	\$0.00	0	\$0.00	1	\$250.00
Total Inventory Status for	0	\$0.00	2	\$750.00	3	\$1,000.00
Total On-hand for						\$1,750.00

Game	Issued Count	Issued Amount	Confirmed Count	Confirmed Amount	Active Count	Active Amount	Billing Date
1938	0	0	1	250	1	250	4/12/2015
1939	0	0	1	500	1	500	4/12/2015
1940	0	0	0	0	1	250	4/12/2015

Report Category	Report Name
INSTANT INVENTORY	CONFIRMED INVOICE DETAIL PACK INVENTORY PACK ACTIVITY HISTORY PACKS ACTIVATED PACKS RETURNED PACKS SETTLED RETAILER PACKS EARNED
RETAILER INCENTIVE PROGRAM	INCENTIVE POTENTIAL ENTRIES INCENTIVE POTENTIAL PAYMENT INCENTIVE STATUS INCENTIVE PAYMENT HISTORY
SALES	ADJUSTMENT DETAIL DRAW GAME SUMMARY RECONCILIATION OVERVIEW STATEMENT SUMMARY VALIDATIONS SUMMARY VALIDATIONS - MID TIER DETAIL RETAILER AVERAGE WEEKLY SALES
FULL STATEMENT	FULL STATEMENT
ALL CATEGORIES	ALL REPORTS FROM ABOVE LISTS ARE CONTAINED IN THIS LIST

Adding & Maintaining Secondary Users

Only individuals with the LSP Primary User permissions for retail locations can add secondary users. A **Primary User** is an owner or an officer of an independent retail location and/or a chain of stores.

There are 3 Secondary User role types.

- **VIEW ONLY** has access to view and download reports and view license administration with the exception of bank account changes and private owner information.
- **LICENSE ADMIN** has access to view and download reports and view/edit license administration with the exception of bank account changes.
- **FULL ACCESS** has access to view and download reports and view/edit all license administration.

To allow Secondary Users access to LSP, you must add them as new users. **Secondary Users in RSC will not migrate to LSP due to access and privilege assignment purposes.**

To add a secondary user:

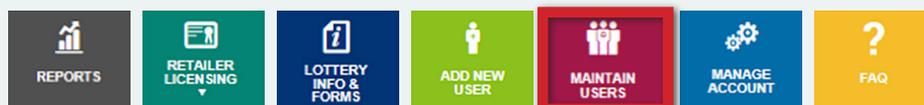
1. Log in to LSP and select **ADD NEW USER**.



2. From the **Secondary User Role Type** drop down menu, select the secondary user type, enter user information, select location(s) to be associated with the user and select **Add User**.

To make changes to secondary users:

1. Log in to LSP; select **MAINTAIN USERS**.



2. Select the user's email address, update information and select **Update User**.

The screenshot shows a web browser window with the URL <https://tx.gtechlsp.com/lspbmirror/public/lotteryhome>. The page features the Texas Lottery logo and contact information (1-800-375-6886) in the top left. On the right, there are two buttons: a yellow 'FAQ' button with a question mark icon and a purple 'CONTACT US' button with an envelope icon. The main content area has a blue background with the heading 'LOTTERY SERVICES PORTAL' and a list of services: applying for or renewing a sales license, updating owner/location/banking info, viewing invoices/reports, accessing historical reports, and retailer training. To the right is the 'PLAY THE GAMES OF TEXAS' logo. Below this is a row of 10 dots, with the first one filled. At the bottom, there are two boxes: an orange 'Login To Your Account' box with an email address input field and a 'Login' button, and a grey 'Register for LSP Here' box with a 'Register here' button. The footer contains copyright information for GTECH Corporation and links to Terms and Condition and Privacy Policy.

File Edit View History Bookmarks Tools Help

Welcome to Texas Lottery Servi... x +

<https://tx.gtechlsp.com/lspbmirror/public/lotteryhome> Search

TEXAS LOTTERY
Contact Us 1-800-375-6886

FAQ CONTACT US

LOTTERY SERVICES PORTAL

- Apply for or renew a Texas Lottery sales license
- Update owner, location or banking information
- View lottery invoice, sales and inventory reports
- Up to 3 years historical reports, most in PDF and CSV
- Access retailer training and troubleshooting

PLAY THE GAMES OF TEXAS[®]

Must be 18 or older to purchase a ticket. The Texas Lottery supports Texas education. **PLAY RESPONSIBLY.**

Login To Your Account

Email Address

ENTER YOUR EMAIL ADDRESS

[Forgot Password](#)

Register for LSP Here

To create an LSP user account or submit a new lottery license application, click on the "Register Here" button below.

© 2014, GTECH Corporation, All rights reserved. [Terms and Condition](#) | [Privacy Policy](#)

License Renewal (page 1)

Texas Lottery Services you are l... x +
https://tx.gtechlsp.com/lspbmirror/auth/renewal/duelocations
Search

You have 1 new messages !

Your license is due for renewal - Action Required

Contact Us 1-800-375-6886

REPORTS

RETAILER LICENSING

LOTTERY INFO & FORMS

ADD NEW USER

MAINTAIN USERS

MANAGE ACCOUNT

FAQ

Hello MERLIN MAXEY - Last Date Logged In: Log Out

RENEW LICENSE

The following locations are expiring. Please click on the Retailer IDs below to review and confirm the information.

Retailer ID	Location Name	
111000	ARC STORFS INC	1 OF 18 LOCATIONS ARE EXPIRING

The locations identified with "Review Complete" have been reviewed and are ready to be renewed. Please click on the button to proceed to payment

Proceed to Payment

© 2014, GTECH Corporation, All rights reserved.

License Renewal (page 2)

Texas Lottery Services you are l... x +
https://tx.gtechlsp.com/lspbmirror/auth/renewal/view/441900
Search

You have 1 new messages !

Your license is due for renewal - Action Required

Contact Us 1-800-375-6886

REPORTS

RETAILER LICENSING

LOTTERY INFO & FORMS

ADD NEW USER

MAINTAIN USERS

MANAGE ACCOUNT

FAQ

Hello MERLIN MAXEY - Last Date Logged In: Log Out

COMPLETE RENEW LICENSE APPLICATION

A \$15 license renewal fee payment is required for each license renewed. After the payment is authorized, you will receive a confirmation page to print for your records. Review the Business, Owner and Location Information below by clicking on each title and make any necessary edits to ensure the information is correct and current.

BUSINESS INFORMATION TIP: To edit Business Information, select the Legal Business Name.

RETAILER ID:	111001	CHANGE REQUESTED:	-
LOCATION STATUS:	ACTIVE	OWNERSHIP TYPE:	TX CORPORATION
LEGAL BUSINESS NAME:	ARC STORFS INC	EIN/SSN:	999999999
TAXPAYER NUMBER:	999999999	BUSINESS MAILING ADDRESS:	100 MAIN ST CITY TX 99999

Contact Person for Texas Lottery Business

Contact Name:	ABEL OWNSTORE	Contact Phone:	111-222-3344
Contact Title:		Contact Email:	

OWNER INFORMATION TIP: To edit Owner information, select the Name.

LOCATION INFORMATION TIP: To edit Location information, select the Location ID.

By clicking the box, I confirm the information contained on this page is correct and current.

Continue

Cancel



Pack Inventory

Retailer Number: 111001

Reporting Period: Week Ending 07/12/2014

Game	Issued		Confirmed		Active	
	Count	Amount	Count	Amount	Count	Amount
1490 JUMBO CASH DOUBLER	0	\$0.00	1	\$500.00	0	\$0.00
1512 LINE EM UP	1	\$150.00	0	\$0.00	0	\$0.00
1522 SIZZLIN CASH	0	\$0.00	0	\$0.00	1	\$250.00
1524 LOTERIA	0	\$0.00	0	\$0.00	1	\$225.00
1527 \$100,000 CASHWORD-O-RAMA	0	\$0.00	1	\$375.00	1	\$375.00
1542 BREAK THE BANK	0	\$0.00	1	\$250.00	1	\$250.00
1555 WEEKLY GRAND	0	\$0.00	1	\$250.00	1	\$250.00
1557 SUPER WEEKLY GRAND	0	\$0.00	1	\$500.00	0	\$0.00
1580 50X THE CASH	0	\$0.00	1	\$500.00	0	\$0.00
1582 20X THE CASH	0	\$0.00	1	\$375.00	0	\$0.00
1583 100X THE CASH	0	\$0.00	2	\$1,000.00	0	\$0.00
1584 VIP CASH CLUB	2	\$500.00	0	\$0.00	0	\$0.00
1599 GOLDEN KEY	0	\$0.00	0	\$0.00	1	\$375.00
1615 COWBOYS	1	\$375.00	0	\$0.00	0	\$0.00
1616 HOUSTON TEXANS	1	\$375.00	0	\$0.00	0	\$0.00
1623 SOLID GOLD	0	\$0.00	1	\$375.00	0	\$0.00
1627 WEEKLY HALF GRAND	0	\$0.00	0	\$0.00	1	\$150.00
1629 BONUS WEEKLY GRAND	0	\$0.00	2	\$750.00	0	\$0.00
1636 TEXAS DREAM HOME	0	\$0.00	2	\$750.00	0	\$0.00
1644 \$200,000,000 CASH BLOWOUT	2	\$1,000.00	0	\$0.00	0	\$0.00
Total Inventory Status for 1 111001	7	\$2,400.00	14	\$5,625.00	7	\$1,875.00
			Total On-hand for	111001		\$9,900.00



Statement Summary

Retailer Number: 111001

Reporting Period: Week Ending 07/26/2014

Instant Information			Draw Game Information		
	Count	Amount		Count	Amount
Settlements	2	\$625.00	Draw Game Sales	140	\$532.00
Validations	88	(\$728.00)	Credits	0	\$0.00
Commissions		(\$31.25)	Cancel	0	\$0.00
Adjustments	0	\$0.00	Validations	6	(\$38.00)
Credits	0	\$0.00	Commissions		(\$26.60)
Full Returns	0	\$0.00	Adjustments	0	\$0.00
Partial Returns		\$0.00	Total Draw Game		\$467.40
Total Instant		(\$134.25)			

Summary Totals

Total Instant Amount	(\$134.25)
Total Draw Game Amount	\$467.40
Total Other Adjustments	\$0.00
Balance Forward	\$0.00
Total Sweep Amount	\$333.15



Packs Activated

Retailer Number: 111001

Reporting Period: Week Ending 05/23/2015

Game	Pack	SUN 05/17/15	MON 05/18/15	TUES 05/19/15	WED 05/20/15	THURS 05/21/15	FRI 05/22/15	SAT 05/23/15	TOTAL
Retailer	111001								
1612	103175	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00	\$250.00
1617	116430	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	\$500.00
1663	248999	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	\$0.00	\$0.00	\$500.00
1670	56442	\$0.00	\$375.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$375.00
1671	4826	\$0.00	\$0.00	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00
1672	14433	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$250.00	\$250.00
1675	54246	\$0.00	\$0.00	\$0.00	\$150.00	\$0.00	\$0.00	\$0.00	\$150.00
1684	65226	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$375.00	\$375.00
1685	70018	\$0.00	\$0.00	\$375.00	\$0.00	\$0.00	\$0.00	\$0.00	\$375.00
1688	11507	\$0.00	\$0.00	\$0.00	\$375.00	\$0.00	\$0.00	\$0.00	\$375.00
1704	11589	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$375.00	\$0.00	\$375.00
1707	88767	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00
		\$0.00	\$875.00	\$375.00	\$1,025.00	\$500.00	\$375.00	\$1,375.00	\$4,525.00



Packs Settled

Retailer Number: 111001

Reporting Period: Week Ending 05/09/2015

Game	Pack	Activated Date	Settlement Date	Settled Amount	Price Point	Commission Amount	Settled Method
Retailer 111001							
1661 5X THE CASH	121674	04/25/15 09:05	05/03/15 13:37	\$150.00	\$1.00	(\$7.50)	Auto - Percentage Cashed
1707 CASHWORD MULTIPLIER	40330	04/16/15 11:00	05/03/15 13:58	\$500.00	\$10.00	(\$25.00)	Auto - Percentage Cashed
1660 LUCKY LOOT	11375	04/16/15 11:01	05/03/15 21:07	\$250.00	\$2.00	(\$12.50)	Auto - Percentage Cashed
1658 \$100,000 EXTREME GREEN	19333	04/27/15 12:30	05/04/15 17:03	\$375.00	\$5.00	(\$18.75)	Auto - Percentage Cashed
1683 TEXAS LOTERIA	92842	04/30/15 17:58	05/04/15 20:32	\$225.00	\$3.00	(\$11.25)	Auto - Percentage Cashed
1669 \$1 LOTTERY TICKET	9534	04/25/15 09:05	05/04/15 21:07	\$150.00	\$1.00	(\$7.50)	Auto - Percentage Cashed
1685 GOLDEN 7'S	53149	04/30/15 17:59	05/06/15 12:03	\$375.00	\$5.00	(\$18.75)	Auto - Percentage Cashed
1661 5X THE CASH	79449	04/30/15 19:03	05/06/15 17:37	\$150.00	\$1.00	(\$7.50)	Auto - Percentage Cashed
1681 FANTASTIC 5S	17149	04/25/15 09:06	05/08/15 21:48	\$150.00	\$1.00	(\$7.50)	Auto - Percentage Cashed
				\$2,325.00		(\$116.25)	
Grand Total				\$2,325.00		(\$116.25)	



Pack Activity History

Retailer Number: 111001

Reporting Period: Week Ending 07/26/2014

Game	Game Name	Pack Number	Pack Status	Status Method	Pack Value	Transaction Date
Retailer 111001						
1354	\$500 MILLION FRENZY	890591	Issued		\$500.00	7/21/2014
1354	\$500 MILLION FRENZY	890591	Confirmed		\$500.00	7/26/2014
1394	\$7,500,000 FORTUNE	167644	Activated		\$1,000.00	7/26/2014
1451	BONUS WORD CROSSWORD	257401	Issued		\$375.00	7/21/2014
1451	BONUS WORD CROSSWORD	257401	Confirmed		\$375.00	7/26/2014
1451	BONUS WORD CROSSWORD	257402	Issued		\$375.00	7/21/2014
1451	BONUS WORD CROSSWORD	257402	Confirmed		\$375.00	7/26/2014
1490	JUMBO CASH DOUBLER	136044	Issued		\$500.00	7/21/2014
1490	JUMBO CASH DOUBLER	136044	Confirmed		\$500.00	7/26/2014
1490	JUMBO CASH DOUBLER	136045	Issued		\$500.00	7/21/2014
1490	JUMBO CASH DOUBLER	136045	Confirmed		\$500.00	7/26/2014
1492	MILLIONAIRES CLUB 1492	50095	Settled		\$1,000.00	7/25/2014
1512	LINE EM UP	14227	Confirmed		\$150.00	7/23/2014
1512	LINE EM UP	14228	Confirmed		\$150.00	7/23/2014
1512	LINE EM UP	14229	Confirmed		\$150.00	7/23/2014
1531	20X CASH	160389	Settled		\$500.00	7/22/2014
1534	BIG WINNING NUMBERS	152444	Activated		\$500.00	7/24/2014
1546	BINGO MULTI PRIZE 1546	148692	Settled		\$375.00	7/24/2014



Incentive Payment History

The information in this report is not audited.

Retailer Number: 111001

Reporting Period: Week Ending 04/25/2015

Business Name: ABC Store #101

Bill To Business Name: ABC Stores Inc.

BillTo ID: 111000

State Tax ID: 9999999999

Retailer Type	Retailer ID	Business Name	Location City	Incentive ID	Incentive Plan Dates	Incentive Payment	Drawing Payment	Total Payment	Payment Date
Chain Subordinate	111001	ABC Store #101	Somewhere	1	9/6/2009 - 12/5/2009	\$40.00	\$0.00	\$40.00	01/15/2010
Chain Subordinate	111001	ABC Store #101	Somewhere	2	1/17/2010 - 4/17/2010	\$260.00	\$0.00	\$260.00	05/21/2010
Chain Subordinate	111001	ABC Store #101	Somewhere	3	5/9/2010 - 8/7/2010	\$0.00	\$0.00	\$0.00	
Chain Subordinate	111001	ABC Store #101	Somewhere	4	10/10/2010 - 1/8/2011	\$1,100.00	\$0.00	\$1,100.00	02/14/2011
Chain Subordinate	111001	ABC Store #101	Somewhere	5	2/6/2011 - 5/7/2011	\$2,600.00	\$0.00	\$2,600.00	06/17/2011
Chain Subordinate	111001	ABC Store #101	Somewhere	6	12/04/2011 - 2/11/2012	\$0.00	\$0.00	\$0.00	
Chain Subordinate	111001	ABC Store #101	Somewhere	7	3/4/2012 - 5/12/2012	\$354.90	\$0.00	\$354.90	06/08/2012
Chain Subordinate	111001	ABC Store #101	Somewhere	8	6/3/2012 - 8/11/2012	\$0.00	\$0.00	\$0.00	
Chain Subordinate	111001	ABC Store #101	Somewhere	9	8/26/2012 - 11/24/2012	\$0.00	\$0.00	\$0.00	
Chain Subordinate	111001	ABC Store #101	Somewhere	10	1/6/2013 - 4/6/2013	\$0.00	\$0.00	\$0.00	