

LOTTERY STATEMENT OF ACCOUNT

PLEASE PRINT

GENERAL INFORMATION - READ CAREFULLY BEFORE COMPLETING

It is a term of every lottery that:

1. the proceeds from all lotteries shall be kept separate from all other funds, with separate records being maintained, and all financial aspects of the lottery shall be conducted in accordance with the Lottery Regulations;
2. a complete statement of account, showing the total receipts, expenses and profits and indicating when and how such profits will be spent for the charitable or religious objectives or purposes set out in the application, shall be filed with the issuing office at the address shown below **within thirty (30) days** of the holding of any lottery, or monthly in the case of a series licence.

- Receipts, or copies thereof, verifying the disposition of proceeds paid to religious or charitable objectives may be requested.
- Unsold tickets, receipts, counterfoils, game forms and financial documents pertaining to a lottery shall be retained by the licensee for a period of not less than twelve months from the date of the lottery.
- Where he considers it necessary, the Senior Administrative Officer may require an audit by an independent auditor in respect of any licence, and the cost of such an audit shall be paid for by the licensee.
- A licensee or former licensee shall make available, upon the request of a peace officer or a person designated by the minister, all books of account or documents relating to the operation of a lottery, and shall at all reasonable times, allow the officer or person access to the books or documents.
- **FURTHER INFORMATION RELATING TO THE FINANCIAL ASPECTS OF YOUR LOTTERY MAY BE FOUND BY READING THE LOTTERY REGULATIONS.**

NAME OF ORGANIZATION	FILE #	LICENCE #
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ADDRESS

TYPE OF LOTTERY (Please only check one)

BINGO
 NEVADA/PULL-TICKET
 RAFFLE
 CASINO

REPORTING PERIOD DD MM YY

SINGLE EVENT HELD ON: DATE / / OR SERIES FOR THE MONTH OF:

FINANCIAL STATEMENT

	GROSS Revenue	1.	\$
Expenses - prizes → <table border="1" style="width: 100px; height: 20px; border-collapse: collapse;"></table> - freight → <table border="1" style="width: 100px; height: 20px; border-collapse: collapse;"></table> - equipment → <table border="1" style="width: 100px; height: 20px; border-collapse: collapse;"></table> - advertising → <table border="1" style="width: 100px; height: 20px; border-collapse: collapse;"></table> - cost of printing (pull-tickets, bingo cards or raffle tickets) → <table border="1" style="width: 100px; height: 20px; border-collapse: collapse;"></table> - hall/booth rental → <table border="1" style="width: 100px; height: 20px; border-collapse: collapse;"></table> - bingo caller → <table border="1" style="width: 100px; height: 20px; border-collapse: collapse;"></table> - Licence fee → <table border="1" style="width: 100px; height: 20px; border-collapse: collapse;"></table> - other, specify → <table border="1" style="width: 100px; height: 20px; border-collapse: collapse;"></table>			
TOTAL EXPENSES	\$	2.	\$
	NET Revenue (Subtract #2 from #1)	3.	\$

USE OF PROCEEDS

(RELIGIOUS OR CHARITABLE ORGANIZATION)

DONATED AMOUNT: \$ _____ TO _____

RELIGIOUS OR CHARITABLE OBJECTIVE(S) OR PURPOSE(S)

RETAINED IN LOTTERY ACCOUNT FOR: _____

OTHER, SPECIFY _____

CERTIFICATION

We certify that the foregoing is true and accurate statement for the above lottery. We also understand that this statement will not be accepted unless certified by two (2) principal officers representing the organization.

Date	DD	MM	YY
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NAME OF PRINCIPAL OFFICERS		
SIGNATURE		
TITLE IN ORGANIZATION		
TELEPHONE	WORK RES.	WORK RES.

COMPLETE AND RETURN TO: NORMAN WELLS TOWN OFFICE, BOX 5, NORMAN WELLS, NT X0E 0V0