

LOTTERY STATEMENT OF ACCOUNT

LICENCE#

General Information - read carefully before completing. It is a term of every lottery licence that
a) 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 Lotteries Regulations;
b) 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 objects 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 Minister 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 licence of 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 Further information relating to the financial aspects the officer or person access to the books or documents.
 of your lottery may be found by reading the lotteries regulations.

Name of Organization				
Address				
Type of lottery				
Frequency				
If series of events, indicate: Daily Weekly Monthly Or series for the month of:				
If other specify				
Reporting period Date: DD MM YY				
Single event Single event held on:				

FINANCIAL STATEMENT		
Expenses	GROSS REVENUE 1.	
- prizes		2
- freight		
-equipment rental		
- advertising		
- cost of printing (pull tickets, bingo cards or raffle tickets)		
- hall/booth rental		
- bingo caller		
- licence fee		
- other, specify		
Total expenses		
NET REVENUE (Subtract # 2 from # 1)		

USE OF PROCEEDS	
<input type="checkbox"/> Donated, amount: \$	To: (Religious or charitable organization)
<input type="checkbox"/> Retained in lottery account for:	(Religious or charitable organization)
<input type="checkbox"/> Other, specify	

CERTIFICATION	
We certify that the foregoing is a true and accurate statement for the above lottery. We also understand that this statement will not be accepted unless certified by two principal officers representing the organization.	Date: DD MM YY
Principal Officer	
Signature	
Title in organization	
Telephone	(W) (H) (W) (H)
Email	(W) (H) (W) (H)

COMPLETE & RETURN TO
 Community & Government Services
 Consumer Affairs Division
 P.O. Box 440
 Baker Lake, NU X0C 0A0
 Fax: 793-3321
 Email: consumerprotection@gov.nu.ca



Sample

Description of:

LOTTERY STATEMENT OF ACCOUNT

1. This is the number of your lottery licence.
 2. Organization's name and address.
 3. Check the type of event this statement is for.
 4. Check the frequency of events.
 5. Enter date of event or if more than one event, enter the month you are reporting on. (Note: only one statement per month, provide totals for the month.)
 6. Total dollars earned from the sale of cards or tickets.
 7. Total dollars paid as prizes. (This must be equal to that stated on your licence. Example: 1st bingo prize wins \$10.00, 2nd wins \$20.00, 3rd wins \$30.00, last wins \$50.00, total prizes are \$110.00. If you held 2 bingos in the month, total prizes should equal \$220.00.)
 8. to 13. These are costs that may be associated with running an event.
 14. Use this space to enter the cost of your licence; in a series, costs should be divided equally over the entire period.
 15. Any extraordinary costs that are not listed between 7 and 14.
 16. Add the expenses listed from 7 to 14.
 17. Subtract 16 from 6 to arrive at Net Revenue.
 18. and 19. This is used to justify the proceeds of your revenue.
 20. If revenues are used for other activities, please specify.
 21. This form must be signed by at least two officers of your organization as stated on your List of Executives form.
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Sample

LOTTERY STATEMENT OF ACCOUNT

1 LICENCE #

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* Further information relating to the financial aspects of your lottery may be found by reading the lotteries regulations.

2 Name of Organization

Address

3 Type of lottery Bingo Nevada/pull ticket Raffle Casino Texas Hold'em Poker

4 Frequency Single event If series of events, indicate Daily Weekly Monthly
If other specify

5 Reporting period DD MM YY
Single event held on: Date Or series for the month of:

FINANCIAL STATEMENT

Expenses		GROSS REVENUE 1.		8
7 - prizes			\$	
8 - freight				
9 - equipment rental				
10 - advertising				
11 - cost of printing (pull tickets, bingo cards or raffle tickets)				
12 - hall/booth rental				
13 - bingo caller				
14 - licence fee				
15 - other, specify				
16 Total expenses		2	\$	
NET REVENUE (Subtract # 2 from # 1)		3	\$	17

USE OF PROCEEDS

18 Donated, amount: \$ To: (Religious or charitable organization)

19 Retained in lottery account for: (Religious or charitable organization)

20 Other, specify

CERTIFICATION

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

Date DD MM YY

21 Name or Principal Officer

Signature

Title in organization

Telephone (W) (H) (W) (H)

COMPLETE & RETURN TO

Department of Community & Government Services
Consumer Affairs Section
P.O. Box 440
Baker Lake, NU X0C 0A0