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 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 lotteries regulations.

Name of Organization

Address

Type of lottery

☐ Bingo ☐ Nevada/pull ticket ☐ Raffle ☐ Casino ☐ Texas Hold'em Poker

Frequency

☐ Single event If series of events, indicate ☐ Daily ☐ Weekly ☐ Monthly

If other specify

Reporting period DD MM YY

Single event held on: Date Or series for the month of:

FINANCIAL STATEMENT

Expenses		GROSS REVENUE 1.	$
- prizes			
- 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		2	$
		3 NET REVENUE (Subtract # 2 from # 1)	$

USE OF PROCEEDS

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

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

☐ 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

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