

Bingo Lottery Information Package

What is a Bingo Lottery?

Bingo is a game of chance where players are awarded a prize or prizes for being the first to complete a specified arrangement of numbers on bingo paper, based on numbers selected at random.

Package Enclosures:

- ☐ Quick Guide to Lottery Licence Applications
- ☐ An application to manage and conduct a Bingo Lottery
- ☐ Town of South Bruce Peninsula Questionnaire Form
- ☐ Lottery Licence Terms and Conditions
- ☐ Bingo &/or Table Board Bingo Licence Terms & Conditions
- ☐ Lottery Report

Licence Application Checklist

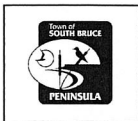
These items must be enclosed with each **Licence Application** form. (Do not send separately):

- ☐ **Licence fee 3% of Prize Value**
- ☐ **Completed questionnaire**
- ☐ **Completed application form**
- ☐ **Copy of preceding and current operating budget, which includes all sources of revenues and expenses**
- ☐ **Copy of proposed lottery budget**
- ☐ **A game schedule outlining:**
 - The bingo games to be played
 - The winning arrangement of numbers for each game
 - The minimum & maximum payouts for variable prize games, also known as "share the wealth" games, including any Table Board Bingo games
- ☐ **The set percentage used to calculate the variable prizes for the individual Table Board games**
- ☐ **The price of bingo paper, if applicable**
- ☐ **The total value of all prizes offered for the bingo event**

- ☐ **The name and address of the premises where the bingo event is to be held.**
- ☐ **Any special purchase provisions for used bingo paper exchanged for new paper (e.g. \$0.25 instead of \$0.50)**
- ☐ **The starting and ending time for the time slot for the licensed Regular Bingo event, and any bingo games played in conjunction with it including the fixed time slot for any Table Board Bingo games**

First-time applicants must enclose copies of :

- ☐ **Governing Documents**
Constitution and/or by-laws, letters patent, charter, trust deed, memorandum of association, signed as required
- ☐ **Detailed Outline of programs/services**
What they are, how delivered to clients, specific costs, supporting materials, etc.
- ☐ **Organization's current operating budget**
- ☐ **Organization's verified financial statements for last fiscal year**
- ☐ **List of Board of Directors**
- ☐ **Latest report to the Public Guardian and Trustee, if applicable**
- ☐ **Revenue Canada notification of registration letter if your organization is registered;**
- ☐ **Membership list, if applicable;**
- ☐ **Organization's Annual Report, if applicable.**



Quick Guide to Lottery Licence Applications

Are You Eligible for Charitable Gaming Licences?

The eligibility of your organization will be determined by the licensing office you are applying to. Charitable registration with Revenue Canada or incorporation as a non-profit organization does **NOT** guarantee eligibility for licences.

Your organization may be eligible if it:

- has a purpose to provide charitable services to Ontario residents to:
 - relieve poverty
 - advance religion
 - advance education
 - benefit the community
- has carried out activities consistent with its charitable purpose for at least 1 year
- is located in Ontario
- is non-profit

Examples may include:

- hospitals
- service clubs
- youth activities or sports
- arts or culture

Organizations that only promote the private interests of their members do **NOT** qualify for gaming event licences. This may include, but is **NOT** limited to:

- adult recreation or sports
- individual sport teams
- unions or employee groups
- social clubs
- professional associations
- political, government, lobbying or advocacy groups.

Note to Applicants

Ensure that you read and understand your event **Licence Terms and Conditions** before proceeding with the application package.

- This package is used to apply to municipal office of Town of South Bruce Peninsula for charitable gaming event licences.

- Keep a copy of all licence application documents for your records
- Activities are regulated by **Criminal Code of Canada, Sections 206 & 207**, Ontario **Order in Gaming Control Act, 1992** and Regulations.
- You can obtain copies of the **Gaming Control Act and Regulations**, Provincial Information Bulletins, and forms from the Alcohol and Gaming Commission of Ontario's website at www.agco.on.ca

Licence Application Instructions

- Your licence application is a legal document and will be returned or delayed if the instructions (below) are not followed or if checklist items (on application) are missing. This may result in the cancellation of your charitable gaming event.
- Type or legibly print all information. Answer every question completely.
- Only **original** forms and signatures will be accepted.
- Persons signing any **Licence Application** must have a good knowledge of the applicable **Licence Terms and Conditions**.
- It is illegal to print tickets, promote or conduct a charitable gaming event without a licence.

Incomplete Applications

Please note that all information including appropriate documentation and fees must be included in your application. Incomplete packages will be returned to your organization. Your organization cannot print or sell tickets until you are licensed and all tickets must indicate the licence number. It is your responsibility to notify the Town of South Bruce Peninsula of any changes to your organization such as changes to your Board of Directors, changes in programs and services, etc.

Application Changes

- If you make changes to your **Licence Application** package before you submit it to your licensing office, each change must be initialed on each document by the **Licence Application** signors and other signors of that document.
- Changes to your submitted **Licence Application** package must be made in writing on your organization's letterhead, signed by the **Licence Application** signors and include supporting documents that are affected. Application changes are **NOT** automatically approved and may **NOT** be permitted.
- Once your lottery licence is issued, requests for changes will **NOT** be considered. Expired **Licences** may **NOT** be amended or cancelled.

Renewal Applications

Organizations must submit their renewal applications to the Town of South Bruce Peninsula prior to the expiry of the lottery licence. This will allow applications to be given full and proper consideration.

If you require clarification on any of the above please feel free to contact:

Town of South Bruce Peninsula
315 George St
Wiarton, ON
N0H 2T0
519-534-1400 Ext 120
tracey.collins@southbrucepeninsula.com



QUESTIONNAIRE RESPECTING APPLICANTS FOR LOTTERY LICENCE

1. Registered Name of Organization (as shown on Governing Documents): _____

Operating Name, if different: _____

Business Address: _____

Telephone Number: _____ Fax No. _____

Email Address: _____ Website: _____

2. Is the Organization incorporated as a non-profit organization with Ministry of Consumer & Business Services (Ontario)?

☐ Yes ☐ No

Please provide registration date & number: _____

3. Is the Organization registered with Revenue Canada as a charity? ☐ Yes ☐ No

Please provide registration date & number: _____

4. How long has the Organization been providing services? _____

5. What category best describes the Organization?

☐ Advancement of Education

☐ Relief of Poverty

☐ Health and Welfare

☐ Advancement of Religion

☐ Other Charitable Purposes Beneficial to the Community: (Please specify sub-category\)

_ Culture & Arts

_ Health & Welfare

_ Amateur Sports Organizations

_ Enhancement of Youth

_ Public Safety Programs

_ Community Service Organizations

6. Please list and describe the specific programs and services delivered by the Organization and associated cost (do not restate your mandate or mission statement):

Services

Costs

1. _____ 1. _____

2. _____ 2. _____

3. _____ 3. _____

4. _____ 4. _____

5. _____ 5. _____

7. Approximate total number of members in the organization: _____

8. Date of fiscal year-end _____ Please indicate last day of filing _____ (date)

9. Does the Organization currently manage and conduct any gaming event (lotteries) within the City/Town of South Bruce Peninsula or other Municipalities?

☐ Yes ☐ No

Please indicate type of gaming event and location (Municipality)

☐ Bingo _____ ☐ Raffle* _____ ☐ Break Open Ticket _____ ☐ *Bazaars _____

*Please include name and address of Supplier registered under Gaming Control Act, 1992. _____

10. For the purpose of lottery licensing, all organizations must have a lottery trust account. Please complete the following information:

Name of Bank and Address: _____ Trust Account number: _____
Date Opened: _____

11. Would you like to pick up the Licence?

Yes _____ Telephone Number: () _____

No _____ If no, licence will be mailed out.

Contact Name and Mailing address:

Designated Members in Charge

All Designated Members in Charge must be bona fide members of the organization and are required to complete this form

We, as active, bona fide members of _____
(organization)

hereby certify that as the incorporating documents are current and still in effect.

hereby certify that as the designated members in charge of the lottery for which this application is made, will be responsible for the management and conduct of the lottery in accordance with the terms and conditions under which the lottery license is issued. We, as bona fide members, have signing authority, hold a senior position with the organization and will be present at the lottery events. (In addition to the three bona fide members listed below, please include a list of six to eight names, including positions within the organization and telephone numbers (during the day) in order to deal with scheduling and unscheduled absences.)

Print Name in Full		
Title & Other Position(s) held in Organization		
Email:		
Home Address	Number and Street:	
	City and Province :	Postal Code :
Phone Numbers	Business :	Home :
Date		
Signature		

Print Name in Full		
Title & Other Position(s) held in Organization		
Email:		
Home Address	Number and Street: City and Province : Postal Code :	
Phone Numbers	Business : Home :	
Date		
Signature		

Print Name in Full		
Title & Other Position(s) held in Organization		
Email:		
Home Address	Number and Street: City and Province : Postal Code :	
Phone Numbers	Business : Home :	
Date		
Signature		

Names of additional volunteers :

1.	5
2.	6
3.	7
4	8



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Alcohol and Gaming
Commission of Ontario

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Lottery Licence Terms and Conditions

These terms and conditions apply to all lottery licences issued under the authority of the *Criminal Code* (Canada). There are additional terms and conditions for each type of lottery scheme as well as Standards and Directives issued by the Registrar that must be followed.

Definitions

bingo hall means a type of charitable gaming site where a charitable organization conducts and manages a lottery scheme under the authority of a licence issued by a municipality or by the Registrar.

Board of Directors means the individuals elected or appointed to manage the affairs of the licensee.

bona fide member means an active member of an eligible organization in good standing, who has activities within the organization beyond conducting lottery events. "Members of convenience" whose only activity is to assist at lottery events are not considered bona fide members.

books and records means documents outlining financial details of lottery events and includes but is not limited to, ledgers, sub-ledgers, chequebooks, cheque stubs, deposit books, deposit slips, bank statements, cancelled cheques, receipts, invoices and control sheets.

charitable gaming site means a gaming site where a charitable organization conducts and manages a lottery scheme under the authority of a licence issued by a municipality or by the Registrar.

charitable organization means a corporation, organization, association or partnership which is created primarily for a charitable object or purpose in Ontario, is operated not for profit, and includes a religious organization.

consolidated designated trust account (CDTA) means an account designated as a trust account by the branch of a recognized financial institution within the Province of Ontario into which are deposited by the Hall Charities Association the proceeds derived from events conducted and managed pursuant to lottery licences.

designated lottery trust account means an account designated as a trust account by the branch of a recognized financial institution within the Province of Ontario.

Directive means a directive prescribed by the Registrar to one or more licensees or gaming suppliers directing the licensee or supplier to act or to cease acting in the manner specified in the Directive.

Gaming-Related Supplier means a person who manufactures, provides, installs, tests, maintains or repairs gaming equipment or who provides consulting or similar services directly related to the playing of a lottery scheme or the operation of a gaming site.

gaming site means premises or an electronic channel maintained for the purpose of playing or operating a lottery scheme.

Hall Charities Association (HCA) means an association formed by all the licensees conducting bingo and other lotteries within a bingo hall.

licence means a licence issued to an eligible charitable organization under the *Criminal Code* (Canada) by or under the authority of the Lieutenant Governor in Council to conduct and manage a lottery scheme approved by the Registrar.

licensee means a charitable organization to which a licence is issued.

licensing authority means the authority specified by the Lieutenant Governor in Council as a licensing authority for the purposes of the *Criminal Code* (Canada).

lottery means a scheme for which a licence is available pursuant to s. 207(1)(b) of the *Criminal Code* (Canada).

lottery event means an event at which a lottery is conducted and managed by a licensee.

Registrar means the Registrar of Alcohol, Gaming and Racing.

Standards means standards prescribed by the Registrar for gaming equipment or for gaming services with which Gaming-Related Suppliers must comply. Standards also include standards prescribed by the Registrar with which licensees must comply.

It is a condition of each licence that:

(1) Conduct and management

1.1 The licensee is responsible for and accountable for the overall conduct and management of the lottery.

1.2

- a. The licensee must control and determine all operational, administrative and staffing requirements related to the conduct and management of the lottery.
- b. The licensee must provide the required number of bona fide members prescribed by the Registrar to be in charge of and responsible for the conduct of the lottery on behalf of the licensee.
- c. The designated members in charge must be at least 18 years of age and, on behalf of the licensee, be responsible for:
 - i. applying for the licence;
 - ii. supervising all activities related to the operation of the lottery;
 - iii. carrying out activities required for the conduct and management of the lottery;

- iv. ensuring the completion and filing of the required reports;
- v. ensuring that these Terms and Conditions of licences, the applicable terms and conditions prescribed by the Registrar for the specific type of lottery scheme, the Standards and Directives prescribed by the Registrar and any additional terms and conditions imposed by the licensing authority are complied with; and
- vi. ensuring that all required books and records are kept and that all monies are deposited into the designated lottery trust account or consolidated designated trust account.

1.3 The licensee must comply with all federal, provincial and municipal laws including the *Criminal Code* (Canada) and the *Gaming Control Act, 1992*.

1.4 The licensee must conduct and manage the lottery and ensure that the lottery is operated in accordance with the information supplied on the application and approved on the licence.

1.5 The licensee must pay all fees or other charges that are established or prescribed by the Registrar or established under the *Alcohol and Gaming Regulation and Public Protection Act, 1996* in such manner and time period specified.

1.6 The licensee must ensure that all lottery events are conducted in accordance with these terms and conditions of licences, the applicable terms prescribed by the Registrar for the specific type of lottery scheme, the Standards and Directives prescribed by the Registrar and any additional terms and conditions imposed by the licensing authority.

1.7 As prescribed by the Registrar, the licensee must ensure that the original licence is displayed at the premises where the lottery is being conducted.

1.8 The licensee must conduct only those types of games approved in the application for licence.

1.9 The licensee must ensure that no person directly involved in or responsible for the conduct of the lottery event or involved in the sale of bingo paper, break open tickets or raffle tickets, as the case may be, purchases any bingo paper, break open tickets or raffle tickets, or participates in the game which he or she is assisting to conduct.

1.10 The licensee must not allow any person under the age of 18 to participate in any way as a player in any lottery event.

1.11 The licensee must ensure that no person is extended credit for any gaming activities. Except as may be permitted in the terms prescribed by the Registrar for a specific type of lottery or premises, the licensee must not accept credit cards, employer cheques or personal cheques.

1.12 The licensee must not allow any person who currently has a registration under the *Gaming Control Act, 1992* revoked, suspended or refused to participate in any way in the conduct, management or operation of the lottery event.

1.13 The licensee may exclude persons from participating in games of chance at its discretion.

(2) Use of proceeds

2.1 The net proceeds derived from the conduct of the lottery must be used for the charitable or religious purposes in Ontario that were approved on the application for licence.

2.2 All prizes and permitted expenses incurred as a result of conducting the lottery must be deducted and paid out from the gross receipts derived from the lottery. Unless otherwise permitted by the Registrar, the licensee must not use monies from any other source to pay for expenses related to the lottery.

2.3 All expenses must be directly related to the conduct of the lottery except as may be otherwise prescribed by the Registrar.

2.4 The Registrar may prescribe the method by which expenses will be calculated based on the type of lottery being conducted.

2.5 Each expense must be individually calculated and paid in Canadian funds, drawn on the designated lottery trust account. The licensee must pay separately each Gaming-Related Supplier registered under the *Gaming Control Act, 1992*.

(3) Financial management and administration

BOOKS AND RECORDS

3.1 The licensee must maintain detailed records of the disbursement of all proceeds derived from the conduct and management of a lottery, including receipts for each expense incurred, and for the use of the proceeds for the purposes approved on the application.

3.2 The licensee must maintain books and records and other documents in support of all financial reports or statements. The books and records must be kept up to date and retained for no less than four (4) years from the latter of the date of the lottery event or until the date on which all proceeds have been expended for the purposes approved on the application.

3.3 The licensee must:

- a. provide unencumbered access to the licensee's books and records and other documents including but not limited to, those related to the conduct and management of a lottery within the bingo hall, the use of proceeds from a lottery and the licensee's non-lottery accounts to persons appointed by a licensing authority and to all peace officers; and
- b. deliver to a licensing authority within the time period specified by the licensing authority the licensee's books and records and other documents described in (a) and such other materials as required by the licensing authority for inspection, audit and investigation purposes.

3.4 The licensee must hold all proceeds from the conduct and management of the lottery in trust.

3.5 In order to administer all proceeds from the lottery in accordance with the terms and conditions of licences, the applicable terms and conditions prescribed by the Registrar for the specific type of lottery scheme and any additional terms and conditions imposed by the licensing authority, the licensee must:

- a. open and maintain a designated lottery trust account with cheque writing privileges and monthly statements issued;
- b. ensure that the designated lottery trust account includes either the return of all cheques with the monthly statements or the return of electronically scanned images of the front and back of each cancelled cheque with the monthly statements;
- c. ensure that its designated lottery trust account requires that all cheques or withdrawals have the signatures of at least two (2) bona fide members of the licensee;
- d. deposit all proceeds from the lottery, other than any prizes paid to players during the lottery event, into the designated lottery trust account as soon as practicable; and
- e. use any interest that accrues in the designated lottery trust account for the charitable purposes approved in the application for licence, unless otherwise authorized by the Registrar.

REPORTING REQUIREMENTS

3.6 The licensee must provide a licensing authority with a financial report outlining the results of the lottery event it has conducted and managed in the prescribed form.

3.7 The licensee must ensure that all required reports are prepared within the time period prescribed by the Registrar.

3.8 The licensee must provide to each licensing authority that issued it a licence or authorization, within the time period specified:

- a. financial statements prepared in accordance with the Standards prescribed by the Registrar; and
- b. a summary of the licensee's compliance with these terms and conditions, the applicable terms and conditions prescribed by the Registrar for the specific type of lottery scheme, the Standards and Directives prescribed by the Registrar and any additional terms and conditions imposed by the licensing authority.

3.9 All documents required by Section 3.8 must be reviewed and approved by the licensee's Board of Directors prior to filing with the licensing authorities.

3.10 A licensee that receives:

- a. less than \$250,000 in gross annual revenues from all sources must prepare financial statements in accordance with the standards set out in the *CICA Handbook*;
- b. \$250,000 or more in gross annual revenues from all sources must prepare financial statements in accordance with the standards set out in the *CICA Handbook* which have been audited by a public accountant.

3.11 The licensee must provide to a licensing authority within the time period specified by the licensing authority, any information, materials, financial statements, audited financial statements, review engagement reports and compliance reports as the licensing authority may require.

3.12 The licensee may use proceeds from the lottery to pay the expenses of the financial statements and reports required by this section, with the prior approval of the licensing authority.

SECURITY FOR PAYMENT OF PRIZES

3.13 The licensing authority may require licensees to provide security to ensure the payment of all proposed prizes, including in the form of a certified cheque, bank draft, money order or an irrevocable standby letter of credit drawn on a Canadian chartered bank payable to the licensing authority and which expires no sooner than 45 days after the last day of the lottery event specified in the licence.

3.14 For fixed prize values of \$10,000 or more, the security must be an irrevocable standby letter of credit drawn on a Canadian chartered bank, payable to the licensing authority and which expires no sooner than 45 days after the last day of the lottery event specified in the licence.

3.15 The security must be held by the licensing authority until such time as the licensing authority is satisfied that the lottery event has been completed and that all prizes have been paid or awarded.

3.16 Where the licensee refuses or fails to pay out prizes to winners at a lottery event, the licensing authority must realize on the licensee's security and use the proceeds to pay the prizes to the winners.

3.17 Where a prize is not claimed by a winner within a reasonable period of time and, where in the opinion of the licensing authority all reasonable attempts have been made by the licensee to contact the winner, the unclaimed prize must be held in trust by the licensee for a period not less than six (6) months from the date the prize was awarded. At the end of the six-month period, the total amount of the prize held in trust, including interest, must be included by the licensee in the gross proceeds of the lottery event.

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Regular and Special Bingo Licence Terms and Conditions

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Definitions

bingo means a lottery scheme where consideration is given for a chance to win a cash prize or prizes by being the first to complete a specified arrangement of numbers on bingo paper from numbers selected at random.

bingo hall means a type of gaming site where a charitable organization conducts and manages a lottery scheme under the authority of a licence issued by a municipality or by the Registrar.

bingo paper means a device of pre-printed numbers on disposable paper, cards or books or reusable hardboard or plastic cards.

Board of Directors means the individuals elected or appointed to manage the affairs of the licensee.

bona fide member means a member in good standing of the licensee who has other activities, beyond conducting lotteries, within the organization. "Members of convenience" whose only activity is to assist at bingo events are not considered bona fide members.

books and records means documents outlining financial details of lottery events and includes, but is not limited to, ledgers, sub ledgers, cheque books, cheque stubs, deposit books, deposit slips, bank statements, cancelled cheques, receipts, invoices and control sheets.

game schedule means a complete listing of all bingo games to be played during each bingo event, including the arrangement of numbers required to win each game, the prizes to be awarded for each game, the prices of the bingo paper being sold, the maximum prizes to be awarded for the bingo event, and the name and address of the premises where the bingo event is to be held. Game schedules may have any combination of fixed prize payouts and variable prize board type games. Variable prize board type games must indicate a maximum prize payout for each game.

gaming site means premises or an electronic channel maintained for the purpose of playing or operating a lottery scheme.

Hall Charities Association (HCA) means an association formed by all the licensees conducting bingo and other lotteries within a bingo hall.

hall rental means payment made by the licensee to an Operator of a bingo hall registered under the *Gaming Control Act, 1992* from event proceeds, calculated per these terms and conditions. For the hall rental received, the Operator provides goods and services to the licensee for the conduct of the event which includes, but is not limited to, bingo paper, security, storage, gaming equipment, office equipment, materials, space, utilities and employee services.

licensee means an organization which has been issued a licence to conduct a lottery under Section 207 of the *Criminal Code* of Canada.

licensing authority means a person or authority specified by Lieutenant Governor in Council as a licensing authority for purposes of section 207 of the *Criminal Code* of Canada.

Operator means a person who operates a gaming site.

personal bingo verifier (PBV) means a hand-held device that may be used by individual players to keep track of and verify numbers called by the bingo caller in the normal way. The bingo game must be played at all times through bingo paper with numbers dabbed by players in the conventional manner. Under no circumstances shall the device replace the use of bingo paper and dabbers.

Registrar means the Registrar of Alcohol and Gaming.

Regular Bingo licence means a licence permitting the conduct of bingo where the total prizes for any one (1) event does not exceed \$5,500.

Special (Monster) Bingo licence means a licence permitting the conduct of bingo where the total prizes to be awarded for any one (1) event is greater than \$5,500.

Any bingo licence issued is subject to the following terms and conditions and to the *Lottery Licence Terms and Conditions* (4240) and may be subject to audit and investigation by a licensing authority. A breach of any term and condition can result in the cancellation or suspension of the licence or in prosecution.

It is a condition of each licence that:

- (1) General
- (2) Hall Charities Association
- (3) Staffing
- (4) Equipment and Supplies
- (5) Games and Game Schedules
- (6) Conduct of the Event
- (7) Transportation of Players
- (8) Advertising
- (9) Prizes, Proceeds and Expenses
- (12) Banking and Financial
- (14) Rules of Play - Bingo

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Complete a short survey



Alcohol and Gaming
Commission of Ontario
Gaming Registration and
Lotteries
90 Sheppard Ave., E., Suite 200
Toronto ON M2N 0A4
416-326-8700 1-800-522-2876 toll free in Ontario / sans frais en Ontario

Commission des alcools
et des jeux de l'Ontario
Inscription pour les jeux
et loteries
90, av. Sheppard Est, bureau 200
Toronto ON M2N 0A4

BINGO LOTTERY REPORT RAPPORT DE BINGO

Group Identification Number (GIN)
Numéro d'identification d'organisme (NIO)

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This report must be filed with the Lottery Licensing Officer not later than 15 days after the holding of each licensed bingo in accordance with the Terms and Conditions under which the Bingo lottery licence is issued.
Ce rapport doit être soumis à l'agent de délivrance des permis de loterie dans les 15 jours qui suivent chacun des bingos autorisés, conformément aux modalités de délivrance de la licence de bingo.

Name of organization/Nom de l'organisme

Address/Adresse

Premises utilized Locaux utilisés		Hall Address/Adresse des locaux		City/Town Ville	Postal Code Code postal
Lottery Licence No N° de licence de loterie	Total Prizes Licenced Total des prix autorisés	Licence Period/Période autorisée From/de: To/à: Date du bingo	Date of Bingo yy/ aa mm dd/ jj	Time Event Licenced/Durée du bingo From/de To/à am/pm h am/pm h	
No. of players attending Nombre de joueurs présents		Designated member in charge Membre responsable désigné	Home Phone Number Tél. à dom.	Bus Phone Tél. d'aff.	

1. Details of Gross Receipts and Prizes Awarded/Détails des recettes brutes et des prix attribués

	Canadian Funds/Dollars canadiens				U.S. Funds/Dollars américains			
	No. of cards sold N° de cartes vendues	Price per card Prix de la carte	Receipts Recettes	Prizes Prix attribués	No. of cards sold N° de cartes vendues	Price per card Prix de la carte	Receipts Recettes	Prizes Prix attribués
Regular Games & Extra Parties régulières et supplémentaires	1							
	2							
	3							
	4							
	5							
	6							
(1) Early Birds (Total) Inscriptions hâtives (total)								
(2) Special No. 1 Partie spéciale n° 1								
(3) Special No. 2 Partie spéciale n° 2								
(4) Special No. 3 Partie spéciale n° 3								
(5) Special No. 4 Partie spéciale n° 4								
(6) Special No. 5 Partie spéciale n° 5								
(7) Special No. 6 Partie spéciale n° 6								
(8) Night Owls (Total) Parties pour oiseaux de nuit (total)								
(9) Other Autres								
(10) Other Autres								
Total								

Details of Gross Receipts Détails des recettes et des prix attribués	A Total Receipts in Canadian Dollars Total des recettes en dollars canadiens	\$	D Total Prizes in Canadian Dollars Total des prix en dollars canadiens	\$
	B Total Receipts in U.S. Dollars Total des recettes en dollars américains	\$	E Total Prizes in U.S. Dollars Total des prix en dollars américains	\$
	C + State Premium on U.S. Dollar(s) _____ % + Indiquer le taux de change	\$	F + State Premium on U.S. Dollar(s) _____ % + Indiquer le taux de change	\$
	Total Gross Receipts (A + B + C) Total des recettes brutes (A + B + C)	\$	Total Prizes Awarded (D + E + F) Total des prix attribués (D + E + F)	\$

2. Details of Administrative Expenses/Détails des frais d'administration engagés

Item/Poste	Name of Payee/Nom du bénéficiaire	Cost \$/Coût en \$
Hall Rent Location de la salle		
Supplies Fournitures		
Advertising Publicité		
Paid Staff Rémunération des employés		
Personal Bingo Verifiers Vérificatrices personnelles		
Security Sécurité		
Licence Fee Droits de licence		
Bona Fide Member Expenses Les honoraires des membres véritables		
Other (List) Autres (préciser)		\$

Total Administrative Expenses to be paid in Canadian Funds only /Total des frais d'administration à acquitter en dollars canadiens seulement

3. Total Net Proceeds derived from this event \$
Produit net de ce bingo

(Total Net Proceeds = Total Gross Proceeds - Total Prizes - Total Administrative Expenses) / (Produit net = total des recettes brutes - total des prix - total des frais d'administration)

Name / Nom

Enter Amounts in appropriate boxes
Indiquer les montants dans la case appropriée

Canadian Funds
Monnaie canadienne

American Funds
Monnaie américaine

ACCOUNT NO. N° DE COMPTE	
-----------------------------	--

ACCOUNT NO. Nº DE COMPTE	
-----------------------------	--

Branch Address: /Adresse de la succursale :

As of this Report À la date de ce report	
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As of this Report À la date de ce rapport
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\$

\$

As of Last Report À la date du rapport précédent	
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As of Last Report À la date du rapport précédent	
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\$

\$

5. Charitable Donations/Dons de bienfaisance

(a) Total Donations to Date
Total des dons effectués à ce jour \$ _____

(b) Amount donated since last report
Montant donné depuis le dernier rapport \$ _____

SPECIAL SUPER JACKPOT (WHERE APPLICABLE)
PRODUIT DU SUPER GROS LOT (S'IL Y A LIEU)

Proceeds Date Period: From

				To					
yy/	aa	mm	dd/	j	yy/	aa	mm	dd/	j

Group Share Proceeds
Part du produit revenant
à l'organisme

\$

Proceeds to Date
Produit des super gros
lots à ce jour

§

6. Details of Charitable Donations/Renseignements sur les dons de bienfaisance

Name of Payee/Nom du bénéficiaire	Address of Payee/Adresse	Amount Donated/Montant des dons
Total Charitable Donations since last Report / Total des dons de bienfaisance depuis le dernier rapport		\$

I, as the designated member of the Bingo Lottery, certify that the above is full and correct statement of the Bingo Lottery Funds referred to herein.

Je soussigné(e), en qualité de membre désigné du bingo, atteste que les renseignements donnés ci-dessus constituent une déclaration complète et exacte de l'état des fonds provenant du bingo susmentionné.

To be completed by Designated Members / Cette partie doit être remplie par les membres désignés.

Name in full Nom au complet				
Title(s) Titre(s)				
Address(es) Adresse(s)	Number and Street/N° et rue		Number and Street/N° et rue	
	City & Province/Ville et province	Postal Code/Code postal	City & Province/Ville et province	Postal Code/Code postal
Phone Number(s) N° de téléphone	Home/Domicile	Business/Affaires	Home/Domicile	Business/Affaires
Date(s)				
Signature(s)				

CERTIFICATE/ATTESTATION

We the undersigned, as two Principal Officers of the above organization, certify that the above report is a correct statement of the Lottery Funds referred to herein.

Nous soussigné(e)s, en notre qualité de dirigeants principaux de l'organisme susmentionné, attestons que le présent rapport constitue une déclaration exacte de l'état des fonds provenant du bingo susmentionné.

To be completed by Principal Officers / Cette partie doit être remplie par les dirigeants principaux.

Name in full Nom au complet				
Title(s) Titre(s)				
Address(es) Adresse(s)	Number and Street/N° et rue		Number and Street/N° et rue	
	City & Province/Ville et province	Postal Code/Code postal	City & Province/Ville et province	Postal Code/Code postal
Phone Number(s) N° de téléphone	Home/Domicile	Business/Affaires	Home/Domicile	Business/Affaires
Date(s)				
Signature(s)				