

TOWN OF INUVIK
LOTTERY BY-LAW REGULATIONS #2210/LOTT/04

ACCOUNTING REQUIREMENTS

Section 9.5 states:

Thirty (30) days after a single event or monthly if series, the licensee shall provide:

A. Bingo

- 1) A fully completed statement of account form as approved by the Town.
- 2) The dates of all bingos.
- 3) A copy of the deposit slip indicating total amount deposited.
- 4) The most recent bank statement
- 5) The amount of bingo supplies used each bingo event with receipts.
- 6) The card tally sheet used to calculate the number of cards sold.
- 7) A copy of prize money receipts, list of winners and amounts won (a form approved by the Town) must be faxed to the attention of the Lottery Department at the Town Office no later than seven (7) working days after the date of the event.
- 8) A list of staff/helpers at each bingo.
- 9) A list of disbursements to charitable purposes as indicated on the application including names and address of the payees.
- 10) A licensee may be required to provide other financial information as requested by the Senior Administrative Officer.