

# Ticket Lottery Financial Report



Office use only	Organization RSN _____
	Trust Account RSN _____
	Folder RSN _____
	Entered _____

Licensee	Licence Information
Organization Name: _____	Licence Number: _____
Mailing Address: _____	Report Period:
City/Town: _____	From: _____
Province: _____ Postal Code: _____	To: _____
Email: _____	
Phone: _____ Fax: _____	

## Use of Proceeds

Provide details as to how proceeds were used: (Attach a separate sheet if necessary.)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## Signatures of Principal Officer of the Organization & the Person Completing this Financial Report.

We certify that this Financial Report and all accompanying documents are true and correct statements regarding the above lottery activity.

Principal Officer	Person Completing Financial Report
Name: _____	Name: _____
Position: _____	Position: _____
Phone (W): _____ Phone (H): _____	Phone (W): _____ Phone (H): _____
Signature: _____	Signature: _____
Email: _____	Email: _____
Date: _____	Date: _____

## Submission Details

Licence fee is 1% of the amount reported as your "Total Prize Payout".  
 The Financial Report is to be signed by a principal officer of your organization. i.e. president, vice president, treasurer.  
 Make cheques payable to "Newfoundland Exchequer".  
 Keep a copy of this report for your records.  
 When required, the Financial Report is due 60 days after the expiry of the licence or as demanded.  
 Failure to file a Financial Report may affect your organization's ability to obtain future licences.  
 All records for the lottery must be retained for a period of 6 years after the expiry date of your licence.

Financial Report can be submitted to: Consumer and Financial Services Division

Email: [Lotterylicence@gov.nl.ca](mailto:Lotterylicence@gov.nl.ca)  
 Location: MRD Building, 149 Smallwood Drive, Mount Pearl  
 Mail: P.O. Box 8700, St. John's, NL A1B 4J6

Fax: 709-729-6998  
 Tel: 709-729-2600  
 Toll Free: 1-877-968-2600

Personal Information contained on this form is collected by the Government of Newfoundland and Labrador and is protected under the Access to Information and Protection of Privacy Act, 2015.

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## Event Information

Total Number of Events \_\_\_\_\_

Total Number of Tickets Printed (Include Discounted Tickets) \_\_\_\_\_

Total Number of Discounted Tickets Printed \_\_\_\_\_

Total Number of Tickets Sold (Include Discounted Tickets) \_\_\_\_\_

Total Number of Discounted Tickets Sold \_\_\_\_\_

Total Number of Tickets Unsold (Include Discounted Tickets) \_\_\_\_\_

Total Number of Discounted Tickets Unsold \_\_\_\_\_

Total Number of Tickets Given as Commission or Promotion (Include Discounted Tickets) \_\_\_\_\_

Total Number of Discounted Tickets Given as Commission or Promotion \_\_\_\_\_

Prizes have Been Paid Out ☐ Yes ☐ No

List of Winners is Attached ☐ Yes ☐ No

True Copy of Ticket is Attached ☐ Yes ☐ No

## Gross Proceeds (Total Sales)

Non-Discounted Ticket Sales \$ \_\_\_\_\_

Discounted Ticket Sales \$ \_\_\_\_\_

Value of Donated Prizes (Retail Value Less Purchase Price) \$ \_\_\_\_\_

**Total Gross Proceeds** \$ \_\_\_\_\_ (A)

## Prize Payouts

Grand Prize(s) \$ \_\_\_\_\_

Consolation Prize(s) \$ \_\_\_\_\_

Seller's Prize(s) \$ \_\_\_\_\_

Other \_\_\_\_\_ \$ \_\_\_\_\_

**Total Prize Payout** \$ \_\_\_\_\_ (B)

## Expenses

Licensing Fees (See reminder section on front page) \$ \_\_\_\_\_

Printing \$ \_\_\_\_\_

Advertising \$ \_\_\_\_\_

Rent \$ \_\_\_\_\_

Salaries/Commissions \$ \_\_\_\_\_

Utilities \$ \_\_\_\_\_

Professional Fees \$ \_\_\_\_\_

Equipment Lease/Rent \$ \_\_\_\_\_

Administration \$ \_\_\_\_\_

Other \_\_\_\_\_ \$ \_\_\_\_\_

**Total Expenses** \$ \_\_\_\_\_ (C)

**Net Proceeds for Charity** \$ \_\_\_\_\_ (D)

(Total Gross Proceeds less Total Prize Payout and Total Expenses: A - B - C = D)