

## MEDIA BINGO MONTHLY REPORT

(Please Complete in its Entirety)

MONTH OF \_\_\_\_\_

(See Guidelines for Completion on Reverse)

<b>ORGANIZATION NAME:</b>	
<b>ADDRESS:</b>	
<b>POSTAL CODE:</b>	<b>TELEPHONE NUMBER:</b>
<b>LICENSE #</b>	<b>BINGO SUPPLIER:</b>

Note: Please round off all amounts to the nearest dollar.

	Week 1	Week 2	Week 3	Week 4	Week 5 (If applicable)	Totals
<b>(a) DATE OF BINGO</b>						
<b>(b) TOTAL NUMBER OF UNITS SOLD</b>						

<b>(c) TOTAL GROSS RECEIPTS (\$)</b>						
<b>(d) RETAILERS COMMISSION PAID</b>						
<b>(e) PRIZES</b>						
<b>(f) 2.13% FEE (See Note 1 below)</b>						
<b>(g) RENT</b>						
<b>(h) PAPER COSTS</b>						
<b>(i) ADVERTISING COSTS</b>						
<b>(j) OTHER COSTS (Provide Description):</b>						
-						
-						
-						
<b>NET PROFIT (c-d-e-f-g-h-i-j)</b>						
<b>AMOUNT DEPOSITED TO BINGO ACCOUNT</b>						

**Note 1:** Fee remitted with financial report, should equal total for line (f) (2.13% of total value of prizes )

I certify that the information contained in this report is, to the best of my knowledge, correct and complete.

Date: \_\_\_\_\_ Signature of Applicant: \_\_\_\_\_

Address: \_\_\_\_\_  
(Number) (Street) (Apartment/Suite) (Town/City/Village) (County) Postal Code)

Telephone Number: \_\_\_\_\_ Residence: \_\_\_\_\_ Business: \_\_\_\_\_

# GUIDELINES

## FOR THE COMPLETION OF THE MONTHLY MEDIA BINGO FINANCIAL REPORT

- 1) **Organization Name** Record the name of the organization to which the Bingo License has been issued.
- 2) **Address/County/Postal Code** Record full address including county, postal code and telephone number.
- 3) **License #** Record the current bingo license number issued in the current year by the Commission.
- 4) **Date of Bingo** Record date(s) of bingo.
- 5) **Total Number of Units Sold** Record the total number of units, booklets, packages, etc. sold to the public for play on the date of the bingo(s) event(s).
- 6) **Total Gross Receipts** Record total revenue derived from the sale of all units, booklets, packages, etc. before any deductions.
- 7) **Retailers Commission Paid** Record the total dollar amount paid in cash to retailers for selling units, booklets, packages, etc., on behalf of the licensee.
- 8) **Prizes** Record the dollar amount paid in prizes.
- 9) **2.13% Fee** Remit the 2.13% licensing fee as required by Clause 8(2) of the Bingo Regulations.
- 10) **Rent** Record the amount paid as rent for use of the broadcast facility.
- 11) **Paper Costs** Record paper costs incurred by your organization for the purchase of units, booklets, packages, etc. in the conduct and management of your bingo event.
- 12) **Advertising Costs** Record the dollar amount paid for advertising.
- 13) **Other Costs** Record the dollar amount paid out for other costs, associated with the conduct and management of Media bingo. Please itemize and provide descriptions. (Ex. Phone, mileage, insurance, bank charges etc.)
- 15) **Net Profit** Record the dollar amount remaining after all expenses are deducted from gross receipts collected.
- 16) **Amount Deposited to Bingo Account** Record the amount of the net cash receipts deposited for each bingo event.

