

LG909 Bingo Occasion Summary/Bingo Paper

Complete and sign in ink.

Organization name _____ License/premises permit number _____ Occasion date _____ Occasion time _____ a.m./p.m. Is this occasion bar bingo? <input type="checkbox"/> Yes <input type="checkbox"/> No	If prizes are based on attendance, record the number of players in attendance _____
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Part I - Computation of Net Sales

1. Enter amount from LG905, line 4. [gross receipts from admission sales & gift certificates sold]	1. _____	
2. Enter amount from LG905, line 5.	2. _____	
3. Line 1 minus line 2 [gross admission sales] This amount should equal LG905, line 6.	3. _____	
4. Enter total of line 4 of all LG906's [total gross receipts from floor sales.	4. _____	
5. Line 3 plus line 4 [total gross receipts from floor sales]	5. _____	
6. Enter amount from LG907, line 4 [total prizes paid]	6. _____	
7. Line 5 minus line 6 [total bingo net receipts or loss] Enter on lines 7 and 13.	7. _____	

Part II - Computation of Cash Discrepancy

8. Total cash on hand [cash count].	8. _____	
9. Total of all starting cash banks.	9. _____	
10. Line 8 minus line 9 [total bank deposit amount].	10. _____	
11. a. Enter amount from LG907, line 1.	11 a. _____	
b. Enter amount from LG907, line 2.	11 b. _____	
c. Total of lines 11a and 11b.	11. _____	
12. Line 10 minus line 11.	12. _____	
13. Enter amount from line 7 above.	13. _____	
14. Line 12 minus line 13. Cash discrepancy: cash long or <short>	14. _____	

If discrepancy is more than \$50 complete Part III below.

Signature of Preparer

To the best of my knowledge, I declare that this information is accurate and complete.

Preparer's signature, **in ink** _____ Date _____

Part III - Cash Discrepancy Information	Give a complete explanation of the cash discrepancy.
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To the best of my knowledge, I declare that this information is accurate and complete.

____ CEO ____ GM Print name _____

Signature of CEO or gambling manager, **in ink** _____ Date _____

If Part III is required, mail a copy of the completed form within 5 days of the bingo occasion to:
 Gambling Control Board
 1711 West County Road B, #300S
 Roseville, MN 55113

Questions? Call the Gambling Control Board at 651-639-4000. If Part III is completed and submitted to the Gambling Control Board, the information on this form will become public information when received by the Gambling Control Board, and will be used to determine your compliance with statutes and rules governing lawful gambling activities. This form will be made available in alternative format (i.e. large print, Braille) upon request.

LG909 Bingo Occasion Summary

Bingo Paper: Instructions

Complete the LG909 for every bingo occasion conducted when bingo paper is used. If applicable, form LG920 may be substituted for the LG909. This form must be completed in ink.

Part I - COMPUTATION OF NET SALES

Line 1

Enter the amount from line 4 of the LG905. Include bingo gift certificates sold at the occasion.

Line 2

Enter the amount from line 5 of the LG905 (coupons and gift certificates redeemed).

Line 3

Subtract line 2 from line 1 and enter this amount on line 3. This amount should equal line 6 of LG905.

Line 4

Enter the total of line 4 from all LG906's (total gross receipts from floor sales)

Line 5

Add line 3 and line 4 and enter the total on line 5.

Line 6

Enter the amount from line 4 of the LG907 (total prizes paid).

Line 7

Subtract line 6 from line 5 and enter this amount on line 7 (total bingo net receipts or loss). Also enter this amount on line 13.

Part II - COMPUTATION OF CASH DISCREPANCY

Line 8 - Count all cash on hand following the bingo occasion, including all start-up cash banks. Enter this amount on line 8. The cash count figure required on the LG909 cannot be carried forward from any previous form. All cash on hand must be recounted at the end of the occasion.

Line 9 - Enter the total of all starting cash used in the operation of the bingo occasion from the LG904, LG906, and LG907. Increases or decreases in the starting cash bank must only be made by writing a check for cash from the gambling account or reducing a deposit. If the starting cash increases or decreases, provide an explanation and keep it in the records.

Line 10

Subtract line 9 from line 8 and enter this amount on line 10. This is the deposit amount.

If starting cash is deposited back into the gambling account when the occasion receipts are deposited, identify the starting cash separately on the deposit ticket.

Line 11

- a. Enter the amount from line 1 of the LG907.
- b. Enter the amount from line 2 of the LG907.
- c. Total of lines 11a and 11b.

Line 12

Subtract line 11 from line 10 and enter this amount on line 12.

Line 13

Enter the amount from line 7 of this form.

Line 14

Subtract line 13 from line 12 and enter this amount on line 14.

If there is a cash discrepancy of more than \$50, part III must be completed and submitted to the Gambling Control Board within 5 days of the bingo occasion.

Part III - CASH DISCREPANCY INFORMATION

Either the organization's chief executive officer or the gambling manager must provide a complete explanation of the cash discrepancy. Include the date, name, title, and signature of the person investigating the discrepancy.

SIGNATURE OF PREPARER

The person responsible for the completion and verification of this form must sign and date this form **in ink**.