

LG821 Physical Inventory/Raffles: Instructions

- The LG821 Physical Inventory/Raffles is used to record the actual game cost of all raffle tickets or certificates of participation in inventory or in play but not yet completed.

Once the raffle is conducted, the cost of the raffle tickets or certificates is no longer included in inventory.

- A new LG821 form is completed each month when an organization has raffle tickets or certificates of participation on hand.
- This information is required for all raffles.

Column 1

Enter the scheduled date of all raffles not yet held for which raffle tickets or certificates of participation were printed.

Column 2

Enter the name of the premises where the raffle will be held.

Column 3

Enter the actual cost of the raffle tickets or certificates purchased (from "Ticket or Certificate Information" section of the LG820).