



## **BINGO LOTTERY** **REPORTS CHECKLIST**

- Yes     No    Is the bingo event report correct and on time 30 days after the event took place
- Yes     No    Is the report signed by the two (2) principal officers who signed the application form
- Yes     No    Has a list of all prize winners been submitted
- Yes     No    Is a copy of the most recent bank statement from the lottery trust account attached
- Yes     No    Are any outstanding items relating to the conduct of the bingo that do not appear on the bank statement hand written on the statement