



TEXAS BINGO QUARTERLY REPORT
 Report for Units & Conductors, including Conductors that also hold
 a Commercial Lessor License

YOU MUST FILE THIS REPORT EVEN IF
 NO GAMES WERE CONDUCTED. PLEASE
 READ & FOLLOW ALL INSTRUCTIONS
 PROVIDED

a. Taxpayer Number	b. Filing Period	c. QTR
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d. Organization/Unit Name and Mailing Address	e. Due Date
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PLEASE DOUBLE-CHECK YOUR CALCULATIONS

BINGO OCCASIONS / ATTENDANCE

1. Total number of occasions this quarter _____	1.	
2. Total number of persons attending occasions this quarter _____	2.	

GROSS RECEIPTS (WHOLE DOLLARS ONLY)

3. Regular card sales _____	3.	.00
4. Electronic bingo card sales _____	4.	.00
5. Instant bingo (pull-tab) card sales _____	5.	.00
6. TOTAL GROSS RECEIPTS (Items 3 - 5) _____	6.	.00

BINGO PRIZES (WHOLE DOLLARS ONLY)

7. Regular bingo prizes (Including merchandise prizes) _____	7.	.00
8. Instant (pull-tab) prizes _____	8.	.00
9. TOTAL BINGO PRIZES (Items 7-8) _____	9.	.00

COST OF GOODS PURCHASED (WHOLE DOLLARS ONLY)

10. Cost of goods sold (Bingo paper and instant pull-tabs purchased) _____	10.	.00
11. Lease payments to distributor (Cardminding devices ONLY) _____	11.	.00
12. TOTAL COST OF GOODS SOLD (Items 10-11) _____	12.	.00

ADJUSTED GROSS RECEIPTS (WHOLE DOLLARS ONLY)

13. ADJUSTED GROSS RECEIPTS (Item 6 minus Item 9 & 12) _____	13.	.00
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RENT INCOME (WHOLE DOLLARS ONLY)

14. Rent income (Payments received from other organizations, if applicable) _____	14.	.00
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Report Continues on Next Page with Item 15

CALCULATION OF PRIZE FEES AND RENTAL RECEIPTS TAX

		Prize Fees	Rental Tax
1a. Prizes awarded (Item 9) _____	1a.	.00	
2a. Prizes fee rate (5%) _____	2a.	.05	
3a. Prizes fees due (Dollars and cents) _____	3a.		
4a. Late filing penalty on prize fees (See instructions) _____	4a.		
5a. Late filing interest on prize fees (See instructions) _____	5a.		
6a. Total Prize Fees, Penalty and Interest due (Items 3a-5a) _____	6a.		
7a. Rental Income (Item 14) If Applicable _____	7a.		.00
8a. Rental tax rate (3%) _____	8a.		.03
9a. Rental receipts tax due (Dollars and cents) _____	9a.		
10a. Late filing penalty on rental receipts tax (See instructions) _____	10a.		
11a. Late filing interest on rental receipts tax (See instructions) _____	11a.		
12a. Total Rental Receipts Taxes, Penalty and Interest Due (Items 9a-11a) _____	12a.		
13a. Total Amount Due - Prize Fees and Rental Receipts Taxes (Items 6a and 12a) _____	13a.		

Make the amount in Item 13a payable to:
STATE COMPTROLLER
 PLEASE DO NOT STAPLE YOUR
 CHECK TO THIS REPORT

Mail to:
 CHARITABLE BINGO OPERATIONS DIVISION
 TEXAS LOTTERY COMMISSION
 P.O. Box 16630
 Austin, Texas 78761-6630

I declare that the information in this document is true and correct to the best of my knowledge and belief.

sign here _____
Signature Print Name

Phone No. _____	Date _____
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OTHER INCOME (WHOLE DOLLARS ONLY)

15. Approved loan proceeds (Or contributions to unit account from unit members) _____	15.	.00
16. Bingo interest earned _____	16.	.00
17. Value of merchandise prizes donated _____	17.	.00
18. Prize fees withheld _____	18.	.00
19. TOTAL OTHER INCOME (Items 15-18) _____	19.	.00
20. TOTAL PROCEEDS THIS QUARTER (Total of Items 13,14, & 19) _____	20.	.00

EXPENSES (WHOLE DOLLARS ONLY)

21. Repayment of approved loans _____	21.	.00
22. Rental Payments (Payments made to a commercial lessor) _____	22.	.00
23. Mortgage and/or insurance expense payment _____	23.	.00
24. Prize Fees and Rental Tax paid _____	24.	.00
25. Advertising (Including cost of printing gift certificates) _____	25.	.00
26. Purchase, lease or repair of bingo equipment _____	26.	.00
27. Repairs to premises and equipment _____	27.	.00
28. Security, bookkeeping, legal or accounting services _____	28.	.00
29. Fees for callers, cashiers, ushers _____	29.	.00
30. Janitorial services, and utility supplies and services _____	30.	.00
31. License fees _____	31.	.00
32. Attending bingo training program under Section 2001.107 _____	32.	.00
33. Debit card transaction fees, bank fees and cash (over)/short _____	33.	.00
34. TOTAL EXPENSES (Total of Items 21-33) _____	34.	.00

NET PROCEEDS (WHOLE DOLLARS ONLY)

35. NET PROCEEDS THIS QUARTER (Item 20 minus Item 34) _____	35.	.00
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PREVIOUS PROCEEDS UNDISTRIBUTED (WHOLE DOLLARS ONLY)

36. Previous proceeds undistributed (from Item 39 of previous report) _____	36.	*****
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AVAILABLE NET PROCEEDS (WHOLE DOLLARS ONLY)

37. NET PROCEEDS AVAILABLE (Items 35 & 36) _____	37.	.00
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DISTRIBUTIONS (WHOLE DOLLARS ONLY)

38. Charitable Distributions (Attach Schedule A or, If unit, attach Schedule B) _____	38.	.00
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PROCEEDS UNDISTRIBUTED (WHOLE DOLLARS ONLY)

39. Proceeds undistributed (Item 37 minus Item 38) _____	39.	.00
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INSTRUCTIONS FOR COMPLETING TEXAS BINGO QUARTERLY REPORT

(TEXAS BINGO ENABLING ACT, Sec. 2001.501, 2001.502, 2001.504 and 2001.505, Chapter 2001, Occupations Code)

WHO MUST FILE: Every licensed organization not in a unit, designated agent for a unit and unit manager licensed for Bingo in Texas must file a Texas Bingo Quarterly Report. Organizations must complete and attach Schedule A - Charitable Distributions, units must complete and attach Schedule B - Charitable Distributions - Accounting Units. Each Unit member must also file the Texas Bingo Unit Members Quarterly Report.
Reports must be filed for every period even if no games were conducted and no prize fee or rental tax is due.

WHEN TO FILE: Reports must be filed on or before the twenty-fifth day of the month following each calendar quarter.

FOR ASSISTANCE: For bingo information or assistance, call the Texas Lottery Commission, Charitable Bingo Operations Division, toll free at 1-800-246-4677.

GENERAL INFORMATION

- * Report whole dollars only.
- * If filing a "zero report" enter "zeros" in all applicable fields.
- * This report satisfies the requirement of a Conductor that also holds a Commercial Lessor license of filing the "Texas Bingo Lessor's Quarterly Report".
- * You are respectfully advised that if the conductor/lessor is late filing or paying a quarterly report three times within a twelve month period, the Charitable Bingo Operations Division will take administrative action against the license in accordance with Charitable Bingo Administrative Rule 402.600(l).

LINE ITEM INSTRUCTIONS

BINGO OCCASIONS/ATTENDANCE

1. Enter the total number of Bingo occasions conducted during the quarter.
2. Enter the total number of persons that attended the occasions during the quarter.

GROSS RECEIPTS

3. Enter the total receipts from disposable and/or hard card sales. Include any entrance fees if applicable.
4. Enter the total receipts from electronic bingo card sales.
5. Enter the total receipts from instant bingo sales (pull-tabs). This includes event tickets.

BINGO PRIZES

7. Enter the total amount paid out in authorized regular and merchandise prizes.
8. Enter the total amount paid out in authorized instant prizes (pull-tabs).

COST OF GOODS PURCHASED

10. Enter the total authorized amount paid for bingo paper cards and pull-tabs purchased during this quarter.
11. Enter the total authorized amount paid to a distributor for leased cardminding devices.

ADJUSTED GROSS RECEIPTS

13. Gross Receipts less: Bingo Prizes and Cost of Goods Purchased. BEA Sec. 2001.457(d)(1).

RENT INCOME

14. Enter the total amount of rent income received. NOTE: Rent income is payment(s) received from other organizations.

OTHER INCOME

15. Enter the total amount of approved loan(s) or contribution(s) to form a unit. NOTE: You should enter the amount ONLY for the first quarter in which you receive the loan(s) or contribution(s) from unit member(s).
16. Enter the total amount of interest earned from bingo checking and saving accounts.
17. Enter the retail value of any prizes donated to the organization for use as bingo prizes.
18. Enter the total amount of prize fees withheld from winning bingo patrons for the current quarter.

EXPENSES

21. Enter the total amount paid for any authorized repayment of an approved loan(s).
22. Enter the total amount paid out in authorized rent payments to a commercial lessor. This includes everything paid to the commercial lessor.
23. Enter the total authorized amount paid out in mortgage and/or insurance payments and any associated property taxes.
24. Enter the total amount paid in prize fees and rental receipts taxes paid in this quarter for the prior quarter, including any penalty and interest.
25. Enter the total authorized amount paid for advertising bingo.
26. Enter the total amount paid for the authorized purchase, lease or repair of bingo equipment.
27. Enter the total amount paid for authorized repairs to premises and equipment.
28. Enter the total authorized amount paid for security, bookkeeping, legal or accounting services and associated office supplies and postage.
29. Enter the total authorized amount of fees paid for callers, cashiers, ushers and their corresponding payroll taxes and health insurance.
30. Enter the total authorized amount paid for janitorial services and utility supplies and services.
31. Enter the total authorized amount paid for all bingo license fees.
32. Enter the total authorized amount paid for attending a bingo seminar under BEA, Section 2001.107.
33. Enter the total authorized amount for debit card fees, bank fees and cash (over)/short from the bingo occasion.

NET PROCEEDS

35. Total Proceeds less Total Expenses. BEA Sec. 2001.002(18)(A) & (B).

PREVIOUS PROCEEDS UNDISTRIBUTED

36. Enter the total amount of proceeds previously undistributed from Item 39 on the last quarterly report.

AVAILABLE NET PROCEEDS

37. Total current quarter net proceeds plus previous undistributed proceeds.

DISTRIBUTIONS

38. Enter the total amount paid for authorized charitable distributions. Attached Charitable Distribution Schedule A, or if a unit, attach Schedule B.

PROCEEDS UNDISTRIBUTED

39. Total of all bingo proceeds available at the end of the quarter. This includes the bingo bank and savings accounts, and petty cash, if applicable.

CALCULATION OF PRIZE FEES AND RENTAL RECEIPTS TAX

- 1a. Enter regular and instant bingo prizes awarded, item 9.
- 3a. Enter prize fees due. Prize fees are 5% of prizes awarded. (Compute dollars and cents, Item 1a multiplied by Item 2a)
- 4a & 10a. Enter any applicable late filing penalty. The penalty is 5% of Item 3a for prize fees or 5% of Item 8a for rental taxes if the report is filed, or the prize fees or rental taxes are paid, 1-30 days late, an additional 5% is due if more than 30 days late. (10% total penalty). An additional 10% jeopardy determination penalty could be assessed on the unpaid prize fees or rental receipts tax.
- 5a & 11a. Enter late filing interest, if applicable. Beginning 60 days after the due date (Item e) interest will begin to accrue on the unpaid balance until the balance is paid. Because the interest rate is variable, please contact the Accounting Services Section at 1-800-246-4677 for the current rate.
- 6a. Enter total prize fees due and any late filing penalty or interest due on prize fees. Items 3a & 4a & 5a.
- 7a. Enter any rent income received as a commercial lessor, item 14.
- 9a. Enter rental receipts taxes due. Rental receipts taxes are 3% of rental income. (Compute dollars and cents, Item 7a multiplied by Item 8a)
- 12a. Enter total rental receipts taxes due and any late filing penalty or interest due on rental receipts taxes. Items 9a & 10a & 11a.
- 13a. Enter total amount due for all prize fees, rental receipts taxes, late filing penalty and interest. Items 6a & 12a.

SIGNATURE: This Quarterly Report must be signed and dated by a unit manager, designated agent or authorized agent of your organization. Please include the telephone number where the agent can be contacted.