



TEXAS BINGO UNIT MEMBERS QUARTERLY REPORT

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

Unit Taxpayer number	Unit Name
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a. Taxpayer number	b. Filing period	c. QTR
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d. Organization/Unit name and mailing address

e. Due Date

PLEASE DOUBLE-CHECK YOUR CALCULATIONS

PROCEEDS (WHOLE DOLLARS ONLY)

1. Charitable distributions received from Unit _____	1.	.00
2. Previous proceeds undistributed (From item 7 of previous report) _____	2.	.00
3. TOTAL PROCEEDS TO ACCOUNT FOR (Total of Items 1 & 2) _____	3.	.00

DISTRIBUTIONS (WHOLE DOLLARS ONLY)

4. Transfer of funds to a Unit (For formation of a unit only) _____	4.	.00
5. Charitable distributions made from organization's account (Schedule A) _____	5.	.00
6. TOTAL PROCEEDS DISTRIBUTED (Total of Items 4 & 5) _____	6.	.00

PROCEEDS UNDISTRIBUTED (WHOLE DOLLARS ONLY)

7. Proceeds undistributed (Item 3 minus Item 6) _____	7.	.00
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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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**Schedule A
Charitable Distributions**

Date	Distribution Recipient	Check Number	Classification of Charitable Distributions				
			Charitable	Religious	Education/ Scholarships	Exempt Social Activities	Exempt Admin. Expenses
1. Column Totals			(a)	(b)	(c)	(d)	(e)

2. Total Charitable Distributions from Bingo Account (Sum of columns a - e)

Use continuation sheet(s) if needed. Final Total of Line 2 Must Equal TBQR, Line 38 or TBQR-UM, Line 5.
 If continuation sheet(s) are used, check here Leave Line 2 blank, and enter total on last continuation sheet.

**INSTRUCTIONS FOR COMPLETING TEXAS BINGO UNIT MEMBERS QUARTERLY REPORT
(TEXAS BINGO ENABLING ACT, Sec. 2001.454, 2001.455, 2001.456 and 2001.505, Chapter 2001, Occupations Code)**

WHO MUST FILE: Every organization licensed to conduct Bingo in Texas, that is a member of an accounting unit, must file this Bingo report. Reports must be filed for every period even if no games were conducted. Organizations must complete Schedule A - Charitable Distributions. Use continuation sheet if needed.

WHEN TO FILE: Schedule A 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.

COLUMN AND LINE INSTRUCTIONS

PROCEEDS

1. Enter the total charitable distributions received from the Unit's bingo account.
2. Enter the total amount of proceeds previously undistributed from Item 7 on the previous quarterly report.
3. Add Items 1 and 2. (Calculated automatically.)

DISTRIBUTIONS

4. Enter the total amount of funds transferred to a unit (for formation of unit only).
5. Enter the total charitable distributions disbursed from the organization's bingo funds.
6. Add Items 4 and 5. (Calculated automatically.)

PROCEEDS UNDISTRIBUTED

7. Item 3 minus Item 6. (Calculated automatically.)

SIGNATURE: This Quarterly Report must be signed and dated by an authorized agent of your organization. Please include the telephone number where the agent can be contacted.

SCHEDULE A - COLUMN AND LINE INSTRUCTIONS

All distributions reported for charitable purposes on TBQR-UM Line 5 must be itemized on Schedule A.

DATE

Enter the check date for the charitable distribution.

DISTRIBUTION RECIPIENT

Enter the name of the recipient of the charitable distribution.

CHECK NUMBER

Enter the check number for the charitable distribution made from the bingo checking account, if applicable.

CLASSIFICATION OF CHARITABLE DISTRIBUTIONS

Charitable distributions should be classified within the following categories: Charitable, Religious, Education/Scholarships, Exempt Social Activities or Exempt Administrative Expenses. All charitable distributions must be substantiated with documentation and used for a cause, deed or activity dedicated to the charitable purposes of the organization consistent with the 26 U.S.C. Section 501 tax exemption of the organization or the purposes or objective for which the organization qualifies as an authorized organization.

Line 1. Column Totals - Enter the total of each column for the classification of charitable distributions.

Line 2. Total Charitable Distributions from Bingo Account (Sum of columns a-e) - Enter the sum of the column totals.
If a continuation sheet is used, enter this total only at the end of the last continuation sheet.