



Charitable Bingo Operations Division
Bingo Quarterly Report

CONDUCTOR

FORMID 68

FORM SUBMISSION

You may file this form and pay the amount due on the Bingo Service Portal (BSP). <https://bsc.txbingo.org>

- This report is to be used by Conductors, including Conductors that also hold a Commercial Lessor License.
- A cash accounting method must be used to prepare this report.
- You must file a report even if no games were conducted. Failure to timely file this report may result in an administrative penalty of up to \$300.
- Make your payment for the amount in Item 6a payable to: **STATE COMPTROLLER**. Do not staple your check to this report for paper submissions.

USPS Delivery: Texas Lottery Commission, Charitable Bingo Operations Division, PO Box 16630, Austin, TX 78761-6630

Courier Delivery: Texas Lottery Commission, Charitable Bingo Operations Division, 611 E. 6th Street, Austin, TX 78701-3715

Fax: 1-512-344-5142 **Email:** bingo.services@lottery.state.tx.us **Website:** txbingo.org

Do not send prize fees due to a County or Municipality to the TLC. Payments that are incorrect (i.e. overpayments) will be returned.

License Number	Taxpayer Number	Filing Period	Quarter
Organization Name			Due Date

BINGO OCCASIONS / ATTENDANCE

- | | |
|---|---|
| 1. Total number of occasions this quarter | 1. <input style="width:100%;" type="text"/> |
| 2. Total number of persons attending this quarter | 2. <input style="width:100%;" type="text"/> |

BINGO GAMING ACTIVITY (whole dollars)

	GROSS RECEIPTS		PRIZES AWARDED
3. Regular bingo - paper/hard cards	<input style="width:100%;" type="text"/>	Over \$50*	<input style="width:100%;" type="text"/>
4. Regular bingo - electronic cards	<input style="width:100%;" type="text"/>	\$50 or less*	<input style="width:100%;" type="text"/>
5. Total regular bingo (3 + 4)	<input style="width:100%;" type="text"/>	-	<input style="width:100%;" type="text"/>
6. Pull-tab bingo - Event	<input style="width:100%;" type="text"/>	-	<input style="width:100%;" type="text"/>
7. Pull-tab bingo - Instant	<input style="width:100%;" type="text"/>	-	<input style="width:100%;" type="text"/>
8. Total bingo activity (5 + 6 + 7)	<input style="width:100%;" type="text"/>	-	<input style="width:100%;" type="text"/>
8a1. Total Regular and Pull-Tab CASH prizes of \$5.00 and under	<input style="width:100%;" type="text"/>		<input style="width:100%;" type="text"/>
8a2. Total Regular and Pull-Tab NON-CASH prizes	<input style="width:100%;" type="text"/>		<input style="width:100%;" type="text"/>
8b. Prizes awarded subject to prize fee (8 - 8a1 - 8a2)	<input style="width:100%;" type="text"/>		<input style="width:100%;" type="text"/>

- 8a1. Total Regular and Pull-Tab **CASH** prizes of \$5.00 and under
- 8a2. Total Regular and Pull-Tab **NON-CASH** prizes
- 8b. Prizes awarded subject to prize fee (8 - 8a1 - 8a2)

*All prizes (cash and non-cash)

RENT INCOME (payments received from other organizations, if applicable (whole dollars))

- | | |
|---|--|
| 9. Total lump sum rent income | 9. <input style="width:100%;" type="text"/> |
| 10. Property taxes, utility expenses and insurance premiums received from organizations | 10. <input style="width:100%;" type="text"/> |

OTHER INCOME (whole dollars)

- | | |
|--|---|
| 11a. Bingo interest earned | 11a. <input style="width:100%;" type="text"/> |
| 11b. Unclaimed customer account funds | 11b. <input style="width:100%;" type="text"/> |
| 11c. Equipment and supplies sales amount | 11c. <input style="width:100%;" type="text"/> |
| 11. Total other income (11a + 11b + 11c) | 11. <input style="width:100%;" type="text"/> |
| 12. Total income activity (8 + 9 + 10 + 11) | 12. <input style="width:100%;" type="text"/> |

Report continues on next page with Item 13

CALCULATIONS OF PRIZE FEES

PRIZE FEES

* If an organization played occasions in multiple municipalities or counties, complete and submit FORMID 156: Prize Fee Summary for Multiple Playing Locations

- | | |
|--|---|
| 1a. Prizes awarded subject to prize fee (from Item 8b prizes awarded column) | 1a. <input style="width:100%;" type="text"/> |
| 2a. Prize fee rate (5%) | 2a. <input style="width:100%;" type="text" value="0.05"/> |
| 3a. Total Prize fee due (dollars and cents Items 3a - 6a) | 3a. <input style="width:100%;" type="text"/> |
| Percentage of Prize Fee | |
| 3b. Prize fee due to State | 3b. <input style="width:100%;" type="text"/> |
| 3c. Prize fee due to County | 3c. <input style="width:100%;" type="text"/> |
| 3d. Prize fee due to Municipality | 3d. <input style="width:100%;" type="text"/> |
| 3e. Prize fee to be retained for charitable distribution | 3e. <input style="width:100%;" type="text"/> |
| 4a. Late filing penalty for State Prize Fee | 4a. <input style="width:100%;" type="text"/> |
| 5a. Late filing interest for State Prize Fee | 5a. <input style="width:100%;" type="text"/> |
| 6a. Total amount due to State (3b + 4a + 5a) | 6a. <input style="width:100%;" type="text"/> |

License Number	Taxpayer Number	Organization Name	Quarter
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RENT PAYMENTS TO COMMERCIAL LESSOR (whole dollars)

- 13. Lump sum rent payments to lessor 13.
- 14. Property taxes, utility expenses and insurance premiums paid to commercial lessor 14.
- 15. **Total rent payments (Items 13 + 14)** 15.

EXPENSES (whole dollars)

Cost of goods, purchased (Items 16 & 17)

- 16. Regular bingo Paper + Electronic 16.
- 17. Pull-tab bingo Event + Instant 17.
- 18. Purchase, lease or repairs of bingo equipment 18.
- 19. Rental tax, local, state, federal taxes 19.
- 20. Advertising and promotions 20.
- 21. Premises expenses (mortgage, insurance, repairs, utilities, janitorial) 21.
- 22. Professional services (accounting, legal, security) 22.
- 23. Employee expenses (payroll and payroll taxes) 23.
- 24. **Do Not Use** 24.
- 25. Other expenses 25.
- 26. Total expenses (16 - 25) 26.
- 27. **Total expenses payments (15 + 26)** 27.

PRIZE FEES

- 28a. Prize fees paid to State 28a.
- 28b. Prize fees paid to County 28b.
- 28c. Prize fees paid to Municipality 28c.
- 28d. Prize fees collected 28d.
- 28. Prize fees minus prize fees collected (28a + 28b + 28c - 28d) 28.
- 29. **Net proceeds - This Quarter (12 - 27 - 28)** 29.

DISTRIBUTIONS (whole dollars)

- 30a. Charitable distributions 30a.
- 30b. Unclaimed customer account funds (line 11b) 30b.
- 30c. Charitable distributions - retained prize fees 30c.
- 30. **Total Distributions - This Quarter (30a + 30b + 30c)** 30.

OTHER TRANSACTIONS (whole dollars)

RECEIVED **REIMBURSED**

- 31. Transfer of funds (non-bingo funds) - = 31.
- 32. Unit member contributions (bingo funds) - = 32.
- 33. Previous quarter bingo funds balance (from Item 42 on previous report) 33.
- 34. **Total other transactions (Total of Items 31 - 33)** 34.

BINGO FUND BALANCE (whole dollars)

- 35. **Bingo Funds at End of Quarter - Per Book Balance (29 - 30 + 34) Must match line 42** 35.

RECONCILIATION OF BINGO FUNDS TO FUNDS IN BANK (dollars and cents)

- 36. End of quarter bingo checking account balance 36.
- 37. Deposits in transit at end of quarter 37.
- 38. Outstanding checks at end of quarter 38.
- 39. Reconciled end of quarter bingo checking account balance (36 + 37 - 38) 39.
- 40. Reconciled end of quarter bingo savings account balance **if applicable** 40.
- 41. Reconciled end of quarter petty cash on hand (if from bingo net proceeds) 41.
- 42. **Bingo Funds at End of Quarter - Per Bank Balance (39 + 40 + 41) Must match line 35** 42.

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

sign here ▶

Signature

Phone Number

Print Name

Date