



TONBRIDGE AND MALLING BOROUGH COUNCIL

GAMBLING ACT 2005

Return of Lottery Expenses, Proceeds, and Application of Proceeds

SEE NOTES OVERLEAF BEFORE COMPLETING
COMPLETE IN BLOCK CAPITALS

NAME OF SOCIETY (As registered)

REGISTRATION NUMBER

PROMOTER

Surname Forename(s)..... Mr/Mrs/Miss/Ms

Address

.....

Post Code Tel. No.

-
1. DATE OF LOTTERY DRAW
 2. DATE TICKET FIRST SOLD
 3. DATE TICKETS LAST SOLD
 4. NUMBER OF TICKETS PRINTED (See note 1)
 5. NUMBER OF TICKETS SOLD

6. TOTAL VALUE SOLD(Gross Proceeds) £

7. EXPENSES INCURRED (itemise) (see note 2) (do not enter cost of prizes here)

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.....

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TOTAL

£

£

£

£

£

8. AMOUNTS SPENT ON PRIZES (list prizes)(see note 3) Cost (If donated - state "donated")	Cost	Estimated Value – if donated
1 st	£	£
2 nd	£	£
3 rd	£	£
4 th	£	£
If more than 4 prizes list others on separate sheet	TOTAL	£ £

9. THE NET PROCEEDS WERE APPLIED AS FOLLOWS (list main applications)(see note 4)

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.....
.....

If more space needed use separate sheet TOTAL

£

£

£

£

£

Signed Date
(Promoter)

CERTIFICATE BY APPOINTED MEMBERS

We being members of full age and authorised by the governing body of the Society hereby certify that to the best of our knowledge and belief the above is a true account of the expenses and application of proceeds of the lottery to which this return relates.

Signed Member 1..... Dated.....

Signed Member 2..... Dated.....

NOTES

1. The number of tickets printed should not, if they were all sold exceed £20,000. (All lotteries in the same calendar year must not exceed ticket sales of £250,000).
2. Any expense that it was necessary to incur in order to administer the lottery may be deducted from the proceeds. Such expenses may typically be postage, telephone, hire of equipment etc. If the Society itself paid any of the expenses from funds which were not part of the lottery's gross proceeds or the beneficiary of the lottery, if the beneficiary was not the Society, paid any of the expenses those payments must be counted. Any such payments must be entered in the EXPENSES INCURRED section.
3. List all prizes given and state the amount spent on each. If a prize was donated put your estimate of its value in the Estimated Value box.
4. It is necessary to state the purpose(s) for which the net proceeds (i.e. the balance of the amount taken by way of the sale of tickets or chances after deduction of expenses and amounts spent on prizes) were applied. List each main purpose and give amount. The total should not be less than 20% of the gross value of the sale of tickets or chances
5. The totals of expenses, amounts spent on prizes and application of net proceeds when added together must match the value of tickets or chances sold (gross proceeds) at 6.
6. The return form must be signed by the promoter of the lottery and countersigned by two other member of the Society who are duly authorised by the Society to co-certify the return.
7. The return must be submitted to the Council within three months of the date of the lottery draw. Send the form to The Licensing Officer, Legal Services, Tonbridge and Malling Borough Council, Gibson Building, Gibson Drive, Kings Hill, West Malling, Kent ME19 4LZ.