



**Financial return for small society lotteries**

[to be completed after each lottery / raffle / draw and returned within 3 months of the draw]

I (name) \_\_\_\_\_

Of (address) \_\_\_\_\_

being the promoter of a lottery promoted on behalf of (society name) \_\_\_\_\_

which is a society registered with West Lindsey District Council for the purposes of Part 5 of Gambling Act 2005 **hereby state** the financial return as follows:

1.	Date on which lottery tickets were available for sale:	from:	to:
2.	Date on which the lottery was drawn:		
3.	Amount <u>raised</u> by the lottery:		
4.	Amount deducted for <u>prizes</u> :		
5.	Amount deducted by the promoter in respect of other <u>costs incurred</u> in organising the lottery:		
6.	Amount used <u>for the society's</u> purpose:  <i>(calculated by 'total raised at 3.' minus 'total at 4.' above, minus 'total at 5.' above)</i>		
7.	Amount of any expenses (other than by deductions from proceeds):		
8.	Source from which these expenses were defrayed:		

**Signed** \_\_\_\_\_

**Dated** \_\_\_\_\_

**PTO**

We, being two members of the society and persons of full age who have been appointed in writing by the governing body of the said society to certify the returns relating to lotteries conducted for the benefit of the society hereby certify that to the best of our knowledge and belief the information contained in this return is in all respects correct.

**Signed** \_\_\_\_\_

**Signed** \_\_\_\_\_

**Once complete, please return to [licensing@west-lindsey.gov.uk](mailto:licensing@west-lindsey.gov.uk) or:**

Licensing  
West Lindsey District Council  
Guildhall  
Marshall's Yard  
Gainsborough  
Lincolnshire  
DN21 2NA

#### **Notes**

- This financial return must be sent to this authority within three months of a draw or lottery taking place.
- The statement must be signed by two members of the society as authorised by the society.
- The document appointing the above two persons should be lodged with the licensing team.

For more information on lotteries and the Gambling Act you can contact Licensing via 01427 676676 or email [licensing@west-lindsey.gov.uk](mailto:licensing@west-lindsey.gov.uk). You can also visit [www.gamblingcommission.gov.uk](http://www.gamblingcommission.gov.uk) or [www.gov.uk/government/organisations/department-for-digital-culture-media-sport](http://www.gov.uk/government/organisations/department-for-digital-culture-media-sport)

**Privacy Notice:** We will use the information you give us to (a) do the tasks we need to do for the job shown in the title of this form (b) carry out any of our official business (c) stop fraud or crime. To find out more about why we need your information, what we do with it and how to contact us if you have any concerns or questions please read our privacy notice. This can be viewed using the following link: [www.west-lindsey.gov.uk/licensing-privacy/](http://www.west-lindsey.gov.uk/licensing-privacy/)

This authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes.

For further information, see [www.west-lindsey.gov.uk/fairprocessingnotice](http://www.west-lindsey.gov.uk/fairprocessingnotice) or contact the finance department on 01427 676560 or email: [FinanceTeam@west-lindsey.gov.uk](mailto:FinanceTeam@west-lindsey.gov.uk)