

Authorised Lucky Envelopes - Record Keeping Form

Tasmanian Liquor and Gaming Commission

Minor gaming permit number

Name of permit holder

Minor gaming permit valid dates From: To:

Correspondence address of permit holder

Contact telephone of permit holder

Name, contact details, and relationship with permit holder (e.g., volunteer, employee, office holder, etc.) of designated contact person, if permit holder is a legal entity

Location at which lucky envelopes are sold

In the last six months, From: To:

1. The following tickets were sold:

Name of ticket	Sale price of ticket	Number of tickets sold	Gross proceeds from ticket sales
Total gross proceeds from all ticket sales:			

2. The following prizes were distributed to winners:

Total incurred cost of prizes which were distributed to winners

3. The following tickets have been purchased from a lucky envelope supplier listed on the Roll of Recognised Manufacturers, Suppliers and Testers of Gaming Equipment:

Name of ticket	Name of lucky envelope supplier	Purchase cost of a box of tickets	Number of boxes purchased	Total cost of purchasing
Total cost of purchasing all boxes of tickets				

4. The following other reasonable operational costs have been incurred (must not exceed five per cent of the total gross proceeds from all ticket sales):

Description of reasonable cost incurred	Amount
TOTAL	

5. The following amount was available for distribution to the relevant not for profit organisation(s) or charitable purpose(s):

Total amount available for distribution (total gross proceeds from ticket sales minus total incurred cost of prizes, incurred cost of boxes of tickets purchased, and other reasonably incurred operational costs):

6. This amount was distributed as follows:

Not for profit organisation or charitable purpose:	Amount paid:	Date paid:	Means of payment (bank transfer, cash, online donation, etc.)

Please note, that you may wish to keep relevant underlying records to substantiate the information included in this form.

It is an offence under the *Gaming Control Act 1993* to provide false or misleading information.

Name of person completing this record keeping form:

Date

LIQUOR AND GAMING CONTACT DETAILS
 GPO Box 1374 HOBART TAS 7001 Australia
 Telephone: (03) 6166 4040

Email: gaming@treasury.tas.gov.au Web: www.gaming.tas.gov.au