



Report Checklist

Name of Organization: _____

Address: _____ Member Contact: _____

_____ Email Address: _____

Lottery Reports are due 30 days after the event.

The items listed below must be enclosed with your Lottery Report form.

- Copies of bank statements for the lottery trust account
- Cheque images for payments made from the lottery trust account during the license period
- Detailed list of donations and payments made from the lottery proceeds
- Receipts for expenses
- A copy of a ticket, for raffles
- A list of prize winners, for raffles
- Completed "Lottery Report" form
 - Signed by two principal officers

**Please Return Completed Reports to the North Huron Municipal Office
274 Josephine Street, P.O. Box 90, Wingham, ON N0G 2W0**

Telephone: 519-357-3550 ext. 121 Email: okempel@northhuron.ca