

**TOWN OF STAFFORD**

**OFFICE OF THE FIRST SELECTMAN**

Email: staffordtownhall@staffordct.org

Submit and make check payable to "Town of Stafford"

**QUARTERLY BINGO SUMMARY WORKSHEET**

This report is to be submitted online within 2 weeks of the end of each quarter (select quarter):

January-March	April-June	July-September	October-December	Permit Number

Name of Organization	
Address (No. and Street, City or Town, State, Zip Code)	
Telephone	
Email address	

Session Number	#1	#2	#3	#4	#5	#6	#7
Session Date							
Total Receipts <sup>1</sup>							
Value of Prizes (cash & merch.) <sup>2</sup>							
Check if grand prize won							

Sub-total A	
→ Add #1 thru #7	Line 1
→ Add #1 thru #7	Line 2

Session Number	#8	#9	#10	#11	#12	#13	#14
Session Date							
Total Receipts <sup>1</sup>							
Value of Prizes (cash & merch.) <sup>2</sup>							
Check if grand prize won							

Sub-total B	
→ Add #8 thru #14	Line 3
→ Add #8 thru #14	Line 4

Note: If a session is not held, please enter "0" in "Total Receipts" for that Session Date.

<sup>1</sup> - Taken from "Ten Day Bingo Report" Schedule 3, Line 1

<sup>2</sup> - Taken from "Ten Day Bingo Report" Schedule 3, Line 2 + Line 3

Submitted By	
Date	

Total	
<b>Total Receipts:</b> Line 1 + Line 3	Line 5
<b>Value of Cash &amp; Prizes:</b> Line 2 + Line 4	Line 6

<b>Net Receipts:</b> Line 6 deducted from Line 5	Line 7
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<b>Amount Due to "Town of Stafford":</b> Multiply Line 7 by 0.05	Line 8
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