

**KANSAS DEPARTMENT OF REVENUE**  
**Charitable Gaming**

Phone: 785-296-6127 email: bingo@kdor.ks.gov

FOR OFFICE USE ONLY

**ORGANIZATION'S MONTHLY BINGO REPORT**

**Name of Organization / License Number**

\_\_\_\_\_  
Name of Organization

\_\_\_\_\_  
License Number

**Monthly reporting period** (Make a blank copy for each month and send to KDOR on due date): Check the month being recorded.

- |                                   |                                 |                                    |
|-----------------------------------|---------------------------------|------------------------------------|
| <input type="checkbox"/> January  | <input type="checkbox"/> May    | <input type="checkbox"/> September |
| <input type="checkbox"/> February | <input type="checkbox"/> June   | <input type="checkbox"/> October   |
| <input type="checkbox"/> March    | <input type="checkbox"/> July   | <input type="checkbox"/> November  |
| <input type="checkbox"/> April    | <input type="checkbox"/> August | <input type="checkbox"/> December  |

**DUE BY THE 25TH OF THE FOLLOWING MONTH**

**SECTION A - CALL BINGO PAPER PURCHASED OR RETURNED DURING THE MONTH**

(List each invoice separately. If you had no purchases or returns, then write "None.")

Distributor's Name	Distributor's Registration Number	Invoice Number	Invoice Date	Number of Faces Purchased For		
				Regular & Special Games	Progressive Games	Mini Games
Totals						

**SECTION B - TOTAL RETAIL PRICE OF ALL INSTANT BINGO TICKETS (PULL-TABS) PURCHASED OR RETURNED DURING THE MONTH**

(total from reverse side)

\$ \_\_\_\_\_

**SECTION C - TOTAL MONTHLY RECEIPTS FROM ALL CALL BINGO GAMES, INCLUDING HARD CARD SALES FROM SECTION D BELOW.**

(If you had no games, then write "0" or "None.")

\$ \_\_\_\_\_

Number of times played this month \_\_\_\_\_ Average attendance per time \_\_\_\_\_ Total Net profit \_\_\_\_\_

Number of drawings this month \_\_\_\_\_ Number of times played off limits \_\_\_\_\_

**See Page 2 for instructions**

**SECTION D - SALE OF HARD CARDS AND ENFORCEMENT TAX DUE**

Each licensee using reusable bingo cards and any admission fees or charges shall pay a tax at the rate of 3% upon the gross receipts.

Line 1	Gross receipts from hard card sales and any admission fees charged.	\$
Line 2	Multiply gross receipts by 3% and write the answer here	\$

I certify that this is a true correct and complete report.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

**SECTION B - INSTANT BINGO TICKETS (PULL-TABS) PURCHASED OR RETURNED DURING THE MONTH**

(List each game separately based on invoices dated during the month being reported.)

Distributor's Name	Distributor's Registration Number	Invoice Number	Invoice Date	Manufacturer's Name	Serial Number of Game	Total Retail Price of Tickets in Game
Copy this amount to Section B on reverse side					Total	

## INSTRUCTIONS

**Section A** - For each purchase or call bingo paper during the month, enter the data indicated by the column headings. Purchases should be reported in the same month as the date on the distributor's invoice, not the date received or the date paid. The data should be entered on a single line for each distributor's invoice. Be sure to total each column.

**Section B** - For each instant bingo (pull-tab) game purchased during the month, enter the data indicated by the column headings above (page 2). The far right column, "Total Retail Price of Tickets in Game," is calculated by multiplying the number of tickets in the game by the denomination of the tickets (25 cents, 50 cents, etc.). This is the gross revenue which you will receive if you sell all of the tickets in the game to the players. Do not report the wholesale price that your organization paid to the distributor for the game. Also write the total for Section B in the block on the reverse side (page 1).

**Section C** - Report the total gross receipts from the sale of all call bingo disposable paper faces to the players for all bingo sessions conducted during the month. Do not include receipts from the sale of instant bingo tickets (pull-tabs) or daubers.

**Section D** - Sales from bingo reusable bingo cards and any admission fees or charges shall be paid at the rate of 3% on the gross receipts received by the licensee. Enclose a check for that amount made payable to the Kansas Department of Revenue.

**No. of times played this month:** How many sessions did the organization host bingo during the month?

**Average attendance per time:** What was the average attendance for the month?

**Total Net Proceeds:** Add revenue from pull-tabs and faces. Subtract from that number, any purchases for pull-tabs or faces purchased during the month, payouts on faces and pull-tabs. That number is the answer.

**Number of drawings this month:** Organizations are allowed 4 drawings pr. Yr. Only one drawing per session is allowed.

**Number of times played off limits:** Organization requested to play at another location other than address on their license. Allowed 5 times per year and must be in the same county. EX: county fair. Notify this office 3 days in advance in writing.