

**VIRGINIA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES  
OFFICE OF CHARITABLE AND REGULATORY PROGRAMS  
INSTANT BINGO/SEAL CARDS/PULL-TABS RECONCILIATION CONTINUATION FORM (NON-BINGO)**

**INSTRUCTIONS**

- When To Use:** Use this particular form during a specific day of the single event, which is part of an annual fundraising event by an athletic association or booster club or a band booster club in which it is necessary to continue the recording of instant bingo/seal card/pull-tab sales from the instant bingo/seal cards/pull-tabs reconciliation form (non-bingo) (Form 111).
- The use of handwritten documentation during the day that would assist in the completion of this form will need to be kept as part of the organization's gaming records.
- Organization:** Fill in the official name of the organization.
- Date:** Fill in the date for a specific day of the single event.
- Page Number (#):** Fill in the page number.

**DEALS OPENED DURING THE DAY**

**Lines 1 through 20** Enter the following information for each deal that is opened during the day. Remember, the information necessary to complete this form is located on the deal's flare.

A flare is a piece of paper/cardboard that is attached to a instant bingo/seal card/pull-tab deal that has the following printed information: game name, form number, serial number, card count, ticket price, free ticket count, amount of cash taken in and the amount of prizes paid out.

<b>Column A</b>	<i>Serial Number (#)</i>	Enter the serial number of the instant bingo/seal card/pull-tab deal.
<b>Column B</b>	<i>Deal Name</i>	Enter the name of the instant bingo/seal card/pull-tab deal.
<b>Column C</b>	<i>Form Number (#)</i>	Enter the form number of the instant bingo/seal card/pull-tab deal.
<b>Column D</b>	<i>Ticket Price</i>	Enter the selling price for each ticket in the instant bingo/seal card/pull-tab deal.
<b>Column E</b>	<i>Number (#) of Tickets</i>	Enter the number of tickets in the instant bingo/seal card/pull-tab deal.
<b>Column F</b>	<i>Number (#) of Free Tkts</i>	Enter the number of free tickets in the instant bingo/seal card/pull-tab deal.
<b>Column G</b>	<i>Take In</i>	Enter the expected gross receipts for the instant bingo/seal card/pull-tab deal.
<b>Column H</b>	<i>Payout</i>	Enter the expected gross cash payout for the instant bingo/seal card/pull-tab deal.

**Line 21** Enter the totals from Line 22, Column G (Take In) and Column H (Payout) from the previous instant bingo/seal cards/pull-tabs reconciliation continuation form (non-bingo) (Form 111-A).

**Line 22** Complete the following calculations:

<b>Column G</b>	<i>Take In</i>	Add Lines 1 through 21 of Column G (Take In) and enter the figure.
<b>Column H</b>	<i>Payout</i>	Add Lines 1 through 21 of Column H (Payout) and enter the figure.