

COMMONWEALTH OF VIRGINIA
DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES
OFFICE OF CHARITABLE AND REGULATORY PROGRAMS
QUARTERLY FINANCIAL REPORT

Who must file	All charitable gaming permit holders realizing any gaming receipts for the quarter.
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Required Form	The Quarterly Financial Report must be filed on either Form 102 or Form 102EZ. <i>Form 102-EZ is limited to special permitted organizations that raise funds by conducting raffles, bingo, instant bingo, pull tabs, or seal cards that generate annual gross receipts of \$40,000 or less in a calendar year. All other organizations must use Form 102. Unless the organization applied for permit under definition Type 15 of "Organization" under § 18.2-340.16 of the Code of Virginia, a form 102 must be used.</i> Approved forms are available on our website https://www.vdacs.virginia.gov/charitable-gaming-financial-reporting.shtml . For filing questions contact finreports.assistance@vdacs.virginia.gov
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When to File	<u>Quarter</u>	<u>Quarter Ending</u>	<u>Due Date</u>
	First Quarter	March 31 st	June 1 st
	Second Quarter	June 30 th	September 1 st
	Third Quarter	September 30 th	December 1 st
	Fourth Quarter	December 31 st	March 1 st

Where to File	The completed Quarterly Financial Report – Form 102 or Form 102EZ, properly signed and including a check for fees due, if applicable, should be mailed to:
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If no payment is enclosed:
 VDACS, OCRP
 PO Box 1163
 Richmond, VA 23218

If enclosing payment:
 VDACS, OCRP
 PO Box 526
 Richmond, VA 23218

Failure to File	Organizations are subject to a late filing penalty of \$25 per day after the due date. Pursuant to §18.2-340.30 E of the Charitable Gaming Statute; <i>"Failure to file reports within 30 days of the time such reports are due shall cause the automatic revocation of the permit, and no organization shall conduct any bingo game or raffle thereafter until the report is properly filed and a new permit is obtained."</i> Pursuant to section 18.2-340.30 F. <i>"For purposes of this section, the requirement to file a report shall also include the payment of any applicable fees required to accompany such report."</i>
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Fee Calculation	<p>The audit and administrative percentage fee is as follows:</p> <ul style="list-style-type: none"> • .75% or .0075 of total receipts derived from bingo, raffles, and paper pull-tabs gaming activity. • .75% or .0075 of adjusted receipts from electronic devices if paid by manufacturer. • .5% or .0050 of adjusted receipts plus .25% or .0025 of gross receipts derived from electronic pull-tab gaming machines, if paid by the organization. • Special permitted organizations that have received a permit under definition Type 15 of "Organization" Type 15 pursuant to § 18.2-340.16 to raise funds by conducting raffles, bingo, instant bingo, pull tabs, or seal cards that generate annual gross receipts of \$40,000 or less in a calendar year are exempt from audit and administration fees and must file using Form 102EZ.
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Fee Payments	A check for fees due must accompany the report. Checks must be made payable to the Treasurer of Virginia. A financial report is not considered received until the report and all associated fees are paid.
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Instructions for Completing Form Fields

IDENTIFY QUARTER AND FISCAL YEAR	
Quarter	Mark an X in the block of the appropriate quarter for the quarterly financial information you are submitting.
Calendar Year	Enter the four-digit calendar year for the quarterly report you are submitting.

ORGANIZATION INFORMATION	
Organization Name	Fill in the official name of the organization as shown on the Charitable Gaming Permit.
OCRP No.	Provide the organization's 2-5 digit Office of Charitable and Regulatory Programs (OCRP) number.
Mailing Address	Provide complete mailing address of record, including city, state, and zip code.
Business Phone	Provide the organization's telephone number.
E-Mail	Provide an e-mail address for the organization or contact person.
Contact Person	Provide the full name of the individual the OCRP should contact if questions arise regarding this financial report.
Daytime Phone	Provide the daytime phone number of the contact person.

PART 1 – RECEIPTS	
Line 1	Bingo Paper Sales Before Discounts – Enter the total gross sales of all bingo games from paper or hard cards sold during the quarter. (Include all sales: admission, floor, decision, early birds, late birds, jackpot, Progressive Bingo Games, etc.). Note: There is no distinction between public and social quarters bingo sessions as all are reportable and require the same game management documentation. <i>This should equal the total of line 3d from Form 103, Bingo Session Reconciliation Summary, for all sessions held during the quarter.</i>
Line 2	Electronic Bingo Device Sales Before Discounts – Enter the total gross receipts from the sale or rental of electronic bingo devices during the quarter. <i>This should equal the total of line 4 from Form 103, Bingo Session Reconciliation Summary, for all sessions held during the quarter.</i>
Line 3	Bingo Session Instant Bingo, Seal Card, Coin Board Sales – Enter the gross receipts from all paper instant bingo, seal card, and coin or merchandise boards sold at bingo sessions during the quarter. All other paper sales should be reported on Line 9b. <i>This should equal the total of line 5 from Form 103, Bingo Session Reconciliation Summary, for all sessions held during the quarter</i>
Line 4	Bingo Session Treasure Chest and Raffle Sales – Enter the gross receipts from all treasure chest and raffle receipts held in conjunction with an organization's bingo session during the quarter. <i>This should equal the total of line 6 from Form 103, Bingo Session Reconciliation Summary, for all sessions held during the quarter.</i>

Line 5	Bingo Session Miscellaneous Sales – Enter the gross receipts from the sale of daubers, tape, and other items if these items were purchased with gaming funds. <i>This should equal the total of line 7 from Form 103, Bingo Session Reconciliation Summary, for all sessions held during the quarter.</i>
Line 6	TOTAL RECEIPTS FOR BINGO SESSIONS – Add lines 1 through 5.
Line 7	Discounts Given – Enter the total amount of discounts given during the quarter. Discounts include coupons or any other means where a player does not have to pay full price for an admissions pack. Bingo programs with specials offered to all players are not considered discounts. Do not include door prizes here. Door prizes are not discounts; and are reported on Line 11d on this report. <i>This should equal the total of line 9 from Form 103, Bingo Session Reconciliation Summary, for all sessions held during the quarter.</i>
Line 8	ADJUSTED RECEIPTS FOR BINGO SESSIONS – Subtract Line 7 from Line 6.
Line 9	<p>a. Raffles Conducted Outside of Bingo Sessions – Enter the gross receipts from the sale of raffle tickets outside of bingo sessions.</p> <p>b. Paper Instant Bingo, Seal Cards, Pull Tabs sold in Social Quarters or Outside Bingo Sessions Enter the gross receipts from all paper instant bingo, seal cards, and pull tabs sold in social quarters or as part of an annual fund-raising event, by a qualified organization that is an athletic association, booster club or a band booster club.</p> <p>c. Total Line 9a + 9b - Add Lines 9a + 9b.</p>
Line 10	TOTAL RECEIPTS FOR QUARTER – Add Line 8 to Line 9c.

PART 7- FEES

Line 58	<p>a. Audit and Administrative Fees Based on Gross Receipts-</p> <ul style="list-style-type: none"> Line 10 * .0075 Volunteer Fire and Rescue Organizations: When using the Excel version, mark “X” in the Organization Information section to ensure no fees are calculated. <p>b. Late Fees- \$25 per day past the due date. Use the postmark date or if not mailing, the date received by OCRP. This would also be the date all associated fees due with the report are received.</p> <p>c. Total Fees Due With This Report- Line 58a +Line 58b Fees due from the organization for electronic devices as calculated on line 57b are not included in Part 7.</p> <p>d. Account Balance Brought Forward- Charitable gaming account balance prior to the new fees due with this report. Enter a credit balance as a negative amount.</p> <p>e. Total Amount Due- Line 58c + 58d.</p> <p>f. Amount Remitted with Report- Enter the amount remitted with the report; A report is not considered remitted until all fees, including late fees, are received. The amount remitted should equal Line 58e if Line is a due amount. If Line 58e is a credit amount, no amount should be remitted.</p>
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PART 2 –PRIZES

Electronic Device Expenses are reported in Part 6A

Line 11	<p>a. Bingo Games (Regular, Special, Jackpot, and Progressive Bingo Games, Decision Bingo) – Enter the total of all bingo prizes paid. <i>This should equal the total of line 13d. from Form 103, Bingo Session Reconciliation Summary, for all sessions held during the quarter.</i></p> <p>b. Bingo Session Instant Bingo, Seal Cards, Pull Tabs – Enter total cash prizes paid for all instant bingo, seal card, and pull-tab games. Prizes from instant bingo / pull-tabs conducted outside of bingo sessions are reported on Line 11f. <i>This should equal the total of line 14 from Form 103, Bingo Session Reconciliation Summary, for all sessions held during the quarter.</i></p> <p>c. Bingo Session Treasure Chests and Raffles – Enter total cash prizes paid for treasure chests, raffles, etc. awarded during bingo sessions. Do not include merchandise prizes. Merchandise costs should be included on either Line 12c or Line 12e and reported in the period purchased. Note: Do not include value of donated prizes. Donated prizes do not have any value for financial reporting purposes. However, the value of the donated prize may not exceed prize limitations set by statute. <i>This should equal the total of line 15 from Form 103, Bingo Session Reconciliation Summary, for all sessions held during the quarter.</i></p> <p>d. Bingo Session Door Prizes- Enter the amount of all cash door prizes and coupons redeemed. <i>This should equal the total of line 16c from Form 103, Bingo Session Reconciliation Summary, for all sessions held during the quarter.</i></p> <p>e. Raffles Conducted Outside of Bingo Sessions- Enter the total of all raffle prizes for raffles conducted outside of bingo sessions. For cash prizes report in the period awarded. Merchandise prizes are reported in the period purchased. Do not include value of donated prizes. Donated prizes do not have any value for financial reporting purposes. <i>Example: An organization that spent \$500 for a TV as a prize would enter \$500 on this line. If the TV had been donated, they would enter –0–.</i></p> <p>f. Paper Instant Bingo, Seal Cards, Pull Tabs sold in Social Quarters or Outside Bingo Sessions- Enter total cash prizes paid for paper instant bingo, seal cards, pull tabs sold in social quarters or as part of an annual fund-raising event, by a qualified organization that is an athletic association, booster club or a band booster club.</p> <p>g. TOTAL PRIZES AWARDED- Add lines 11a thru 11f.</p>
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PART 3 – EXPENSES

Bingo Sessions, Raffles and Paper Pull-Tabs

Part 3A- Bingo Session Expenses- *If no Bingo Sessions Conducted, skip to Part 3B*

Line 12	<p>a. Cash Payments from Funds at Bingo Sessions- Enter the total amount of all cash payments, other than prizes reported on lines 11a thru 11d, during bingo sessions. Report the actual amount but note regulations allow only for cash payments for prizes and food for volunteers. <i>This should equal the total of line 17 from Form 103, Bingo Session Reconciliation Summary, for all sessions held during the quarter.</i></p> <p>b. Cash Shortage or Overage- Enter the combined total of all bingo session shortages/overages. If the combined total is an overage, then enter it as a negative figure so it will subtract from the expenses. <i>This should equal the total of line 23 from Form 103, Bingo Session Reconciliation Summary, for all sessions held during the quarter.</i></p> <p>c. Payments to Registered Suppliers- Enter the total amount paid to registered suppliers for rent paid for electronic bingo devices or purchases of supplies to include paper, instants, seal cards, merchandise, boards, daubers, tickets, etc.</p> <p>d. Bingo Hall Lease Payments- Enter the total amount paid to a landlord to conduct bingo sessions.</p> <p>e. All Other Bingo Session Expenses- Enter total disbursements for expenses directly related to the operation of charitable gaming activities, during bingo sessions, that have not been recorded elsewhere on this report.</p> <p>f. TOTAL BINGO SESSION EXPENSES- Add lines 12a thru 12e.</p>
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Part 3B – Gaming Conducted Outside of Bingo Sessions- *If no raffles conducted, electronic pull tabs or pull tabs sold outside of bingo session, skip to 3C. Electronic Devices are reported in Part 6A*

Line 13	<p>a. Cash Shortage or Overage- Enter the combined total for all shortages/overages for gaming activity outside of bingo sessions. If the combined total is an overage, then enter it as a negative figure so it will subtract from the expenses.</p> <p>b. Payments to Registered Suppliers for Supplies Outside of Bingo Sessions- Enter total purchase of supplies, to include paper, instants, seal cards, merchandise boards, daubers, tickets, etc. paid to a registered charitable gaming supplier during the report period.</p> <p>c. Raffle Supplies-Enter total paid for all raffle supplies for outside of bingo sessions.</p> <p>d. Lease Payments Made for Gaming Activities Outside of Bingo Sessions- Enter the total amount paid to a landlord to conduct raffle drawings.</p> <p>e. All Other Outside Bingo Gaming Expenses- Enter total disbursements for expenses directly related to the operation of charitable gaming activities, but not related to bingo sessions or electronic devices, that have not been recorded elsewhere on this report.</p> <p>f. TOTAL OUTSIDE BINGO SESSION EXPENSES-Add lines 13a thru 13e.</p>
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Part 3C – General Disbursements- *Electronic Device Expenses are Reported in Part 6A*

Line 14	<p>Use of Proceeds</p> <p>a. Use of Proceeds Internal Disbursements-Enter the total amount of all disbursements for payments related to services, equipment, supplies or other expenses for those lawful religious, charitable, community or educational purposes for which the organization is specifically chartered.</p> <p>b. Use of Proceeds External Donations-Enter the total amount of all donations to external organizations or payments to support sick, indigent, or deceased individuals that support the lawful religious, charitable, community, or educational purposes for which the organization is specifically chartered or organized.</p> <p>c. Use of Proceeds Transfers to Restricted Account-Enter the total amount of all transfers of funds from a gaming account to a restricted gaming account that were credited to the restricted account by the end of the quarter.</p> <p>d. TOTAL USE OF PROCEEDS-(UOP)-Add lines14a thru 14c.</p>
UOP Informational	<p>This line is for informational purposes only. This shows the organization's UOP quarterly requirement based on reported bingo, raffle and paper instant / pull-tab receipts. Organizations are required to disburse 10% of total receipts annually towards allowable UOP purposes.</p>
Line 15	<p>Payments to Office of Charitable and Regulatory Programs- Enter the total paid to OCRP for fees associated with charitable gaming other than electronic devices.</p>
Line 16	<p>Business Disbursements- Enter the total amount of disbursements for business expenses during the quarter.</p>
Line 17	<p>TOTAL DISBURSEMENTS (Prizes & Expenses) – Lines 11g + 12f + 13f + 14d + 15 +16</p>

PART 4 – CASH RECONCILIATION

Electronic Device Cash Reconciliation is reported in Part 6B

Line 18	<p>Beginning Reconciled Bank Balance(s) – Enter the reconciled bank balance at the beginning of the quarter for <u>all</u> gaming bank accounts. Do not Include:</p> <ul style="list-style-type: none"> • Electronic device bank accounts, reported in Part 6. • Restricted bank account information, reported in Part 9. <p>This amount should agree with the Ending Reconciled Bank Balance (Line 25d) from the prior reporting period. If the amounts do not agree, report the actual amount and attach an explanation and any amendments needed.</p> <p><i>For 3rd quarter 2022 only, this amount should agree with the Ending Reconciled Bank Balance (Line 31d) as reported for 2nd quarter 2022.</i></p>
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Line 19	<p>Beginning Cash on Hand</p> <p>a. Beginning Bingo Session Cash on Hand - Enter total cash on hand at the beginning of the quarter for bingo sessions. This amount should agree with the amount reported as Ending Bingo Session Cash on Hand (Line 26a) from the prior reporting period. If the amounts do not agree, report the actual amount and attach an explanation and any amendments needed.</p> <p><i>Receipts not yet deposited are considered deposits in transit and not reported as cash on hand.</i></p> <p><i>For 3rd quarter 2022 only, this amount should agree with the Ending Cash on Hand (Line 32) as reported for 2nd quarter 2022.</i></p> <p>b. Beginning Other Cash on Hand – Enter total petty cash or change funds on hand at the beginning of the quarter for raffles, or paper pull-tabs conducted outside a public bingo session. Do not include Electronic Device cash on hand as it is reported in Part 6. The amount should agree with the amount reported Ending Other Cash Hand (Line 26b) from the prior reporting period. If the amounts do not agree, report the actual amount and attach an explanation and any amendments needed.</p> <p><i>Receipts not yet deposited are considered deposits in transit and not reported as cash on hand.</i></p> <p><i>For 3rd quarter 2022 only, this amount is a new required reporting field and will not agree with a prior report line.</i></p> <p>c. Total Beginning Cash on Hand – Add Lines 19a + 19b</p>
Line 20	Returned Checks Collected – Enter the amount collected on bad checks. <i>Do not include restricted or electronic device bank account information</i>
Line 21	Earned Interest Income – Enter total interest earned during the reporting period from <u>all</u> gaming bank accounts. <i>Do not include restricted or electronic device bank account information.</i>
Line 22	Deposits from Non-Gaming Sources – Enter total funds received from non-gaming sources deposited into the organization's charitable gaming account(s). <i>Do not include restricted or electronic device bank account information.</i>
Line 23	Total Receipts Available for Quarter – Enter the amount from Line 10 of this report
Line 24	Total Funds Available – Add Lines 18 + 19c + 20 + 21 + 22 + 23
Line 25	<p>Ending Reconciled Bank Balance- <i>Do not include restricted bank or electronic device account information.</i></p> <p>a. Bank Statement Balance – Enter the ending bank balance from the bank statements of all gaming accounts at the end of the quarter.</p> <p>b. Deposits in Transit – Enter total amounts to be deposited from gaming activities occurring during the quarter that were not deposited or did not clear the gaming account(s) prior to the end of the quarter.</p> <p>c. Outstanding Checks – Enter total checks issued before the end of the quarter that did not clear the organization's gaming account(s) prior to the end of the quarter.</p> <p>d. Ending Reconciled Bank Balance – Add Lines 25a + 25b - 25c</p>
Line 26	<p>Ending Cash on Hand- <i>Do not include restricted bank or electronic device account information.</i></p> <p>a. Ending Bingo Session Cash on Hand – Enter total cash on hand at the end of the quarter for bingo sessions.</p> <p><i>This should equal the total of line 21 from Form 103, Bingo Session Reconciliation Summary, for the last session held for the quarter plus any withdrawals from the gaming account to increase the bingo cash on hand after the last session of the quarter and before the next quarter.</i></p> <p><i>Receipts not yet deposited are considered deposits in transit and are not reported as cash on hand.</i></p> <p>b. Ending Other Cash on Hand - Enter total cash on hand at the end of the quarter for paper pull-tab gaming or raffle activities held outside of bingo sessions.</p> <p><i>Receipts not yet deposited are considered deposits in transit and not reported as cash on hand.</i></p> <p>c. Total Ending Cash on Hand – Add Lines 26a + 26b</p>
Line 27	Returned Check from Players – Enter the amount of all bad checks from players returned as non-payable during the quarter. <i>Do not include restricted bank or electronic device account information.</i>
Line 28	Bank Charges – Enter the total charges assessed to the organization's bank account(s) during the quarter. This includes maintenance, overdraft, and returned check fees. <i>Do not include restricted</i>

	<i>bank or electronic device account information.</i>
Line 29	Total Disbursements – Enter the amount from Line 17 from this report
Line 30	Total Funds Accounted For – Add Lines 25d + 26c + 27 + 28 + 29
Line 31	Report Out of Balance – Subtract Line 24 from Line 30. If there is an amount other than \$0, the organization must review line items to determine if receipts, disbursements or funds available at the end of quarter were either over reported or underreported. If further assistance is needed, email finreports.assistance@vdacs.virginia.gov

PART 5 – BINGO SESSION REQUIRED INFORMATION	
Line 32	Bingo Session Required Information <ol style="list-style-type: none"> a. Bingo Player Count – Enter the total number of players in attendance for all bingo sessions during the quarter. <i>This should equal the total of line 1 from Form 103, Bingo Session Reconciliation Summary, for all sessions held during the quarter.</i> b. Progressive Receipts – Enter the total of all progressive bingo receipts from all bingo sessions during the quarter. <i>This should equal the total of progressive admission sales from the Information Entries section on page 1 from Form 103, Bingo Session Reconciliation Summary, for all sessions held during the quarter.</i>

Part 6- ELECTRONIC DEVICE RECEIPTS AND EXPENSES

Part 6A- Electronic Device Receipt and Expenses

Line 33	Electronic Device Instant Bingo, Seal Cards, Pull Tab Ticket Sales- Enter the total gross receipts for all electronic device ticket sales.
Line 34	Electronic Device - Instant Bingo, Seal Cards, Pull Tab Prizes Paid- Enter total cash prizes paid out to players for all electronic instant bingo, seal cards, and pull tab games during the quarter
Line 35	Cash Shortage or Overage- Enter the combined total for all shortages/overages for electronic device instant bingo, seal cards and pull-tab gaming activity. If the combined total is an overage, then enter it as a negative figure so it will subtract from the expenses. <i>This should be the difference between expected deposits and actual deposits along with any deposits in transit for electronic device activity during the calendar year.</i>
Line 36	Payments to Registered Manufacturers for Electronic Device Rentals- Enter total rent paid for electronic devices during the quarter. Expenses are reported on a cash basis or in the period disbursed.
Line 37	All Other Electronic Device Expenses - Enter total disbursements for expenses directly related to the operation of electronic devices that have not been recorded elsewhere in Part 6. Expenses are reported on a cash basis or in the period disbursed.
Line 38	Use of Proceeds a. Use of Proceeds Internal Disbursements- Enter the total amount of all disbursements for payments related to services, equipment, supplies or other expenses for those lawful religious, charitable, community or educational purposes for which the organization is specifically chartered. b. Use of Proceeds External Donations- Enter the total amount of all donations to external organizations or payments to support sick, indigent, or deceased individuals that support the lawful religious, charitable, community, or educational purposes for which the organization is specifically chartered or organized. c. Use of Proceeds Transfers to Restricted Account- Enter the total amount of all transfers of funds from electronic device gaming accounts to the restricted account that were credited to the restricted account by the end of the quarter. d. TOTAL USE OF PROCEEDS-(UOP)- Add lines 38a thru 38c.
UOP Informational	This line is for informational purposes only. This shows the organization's UOP quarterly requirement based on tickets sales reported on line 33 minus prizes paid on line 34. Organizations are required to disburse 20% of electronic gaming adjusted gross receipts annually towards allowable UOP purposes.
Line 39	Payments to Office of Charitable and Regulatory Programs- Enter the total paid to the OCRP for fees associated with electronic device (electronic instant bingo, seal cards, pull tabs) gaming activities.
Line 40	Business Disbursements- Enter the total amount of disbursements for business expenses during the quarter.
Line 41	TOTAL DISBURSEMENTS- (Prizes & Expenses)- Add Lines 34 + 35 + 36 + 37 + 38d + 39 + 40

Part 6B- Electronic Device Cash Reconciliation	
Line 42	<p>Beginning Reconciled Bank Balance(s) – Enter the reconciled bank balance at the beginning of the quarter for <u>all</u> electronic device gaming bank accounts. Do not include restricted bank account information or other gaming bank account information reported in Part 4. This amount should agree with the Ending Reconciled Bank Balance (Line 49d) from the prior reporting period. If the amounts do not agree, report the actual amount and attach an explanation and any amendments needed.</p> <p><i>For 3rd quarter 2022 only, this amount is a new required reporting field and will not agree with a prior report line.</i></p>
Line 43	<p>Beginning Electronic Devices Cash on Hand (Pull-Tabs) - - Enter the total funds on hand at the beginning of the quarter for electronic device gaming. This amount includes total funds available in gaming kiosks or in cash drawers to pay for prizes. This amount should agree with the amount reported as Ending Electronic Devices Cash on Hand (Line 50) from the prior reporting period. If the amounts do not agree, report the actual amount and attach an explanation and any amendments needed.</p> <p><i>Receipts not yet deposited are considered deposits in transit and not reported as cash on hand.</i></p> <p><i>For 3rd quarter 2022 only, this amount is a new required reporting field and will not agree with a prior report line.</i></p>
Line 44	<p>Returned Checks Collected – Enter the amount collected on bad checks accepted from players for electronic device gaming.</p>
Line 45	<p>Earned Interest Income – Enter total interest earned during the reporting period from <u>all</u> electronic device gaming bank accounts. Do not include restricted bank account information.</p>
Line 46	<p>Deposits from Non-Gaming Sources – Enter total funds received from non-gaming sources deposited into the organization's charitable electronic device gaming account(s). Do not include restricted bank account information.</p>
Line 47	<p>Total Receipts – Enter the amount from Line 33 of this report</p>
Line 48	<p>Total Funds Available – Add lines 42 + 43 + 44 + 45 + 46 + 47</p>
Line 49	<p>Ending Electronic Device Reconciled Bank Balance</p> <ul style="list-style-type: none"> a. Bank Statement Balance – Enter the ending bank balance from the bank statements of all electronic device gaming accounts at the end of the quarter. Do not include restricted bank account information or other gaming bank account information reported in Part 4. b. Deposits in Transit – Enter total amounts to be deposited from electronic device activities occurring during the quarter that were not deposited into electronic device gaming account(s) prior to the end of the quarter. c. Outstanding Checks – Enter total checks issued before the end of the quarter that did not clear the organization's gaming account(s) prior to the end of the quarter. d. Ending Reconciled Bank Balance – Add Lines 49a + 49b – 49c
Line 50	<p>Ending Electronic Devices Cash on Hand – Enter total cash on hand at the end of the quarter for electronic pull-tab gaming at the end of the quarter. This amount includes total funds available in gaming devices or kiosks or in cash drawers to pay for prizes.</p> <p><i>Receipts not yet deposited are considered deposits in transit and not reported as cash on hand.</i></p>
Line 51	<p>Returned Check from Players – Enter the amount of all bad checks from electronic device players returned as non-payable during the quarter. Do not include restricted bank account information.</p>
Line 52	<p>Bank Charges – Enter the total charges assessed to the organization's electronic device gaming bank account(s) during the quarter. This includes maintenance, overdraft, and returned check fees. Do not include restricted bank account information or other gaming bank account information reported in Part 4.</p>

Line 53	Total Disbursements – Enter the amount from Line 41 from this report.
Line 54	Total Funds Accounted For – Add Lines 49d + 50 + 51 + 52 + 53
Line 55	Report Out of Balance – Subtract Line 48 from Line 54. If there is an amount other than \$0, the organization must review line items to determine if receipts, disbursements, or funds available at the end of quarter were either overreported or underreported. If further assistance is needed, email finreports.assistance@vdacs.virginia.gov
Part 6C - Electronic Device Informational	
Line 56	Electronic Device Informational Check the box to indicate <u>all</u> manufacturers providing electronic devices during the quarter
Line 57	<p>a. Electronic Device Fees if Paid by Manufacturer – (Line 33-34) *.0075 to determine fees due if manufacturer will be remitting fees on behalf of the organization.</p> <p>b. Electronic Device Fees if Paid by Organization – ((Lines 33 - 34) * .5%) + (Line 33 * .25%) to calculate fees due if organization is remitting fees due. Remit payment with Form 102V, Electronic Device Fee Voucher. The voucher may be found on the VDACS website. Check with your manufacturer(s) to confirm they are not remitting fees on your behalf prior to remitting any fees due.</p>

ACKNOWLEDGEMENT	The President or Designee must sign, and date attesting to the accuracy of the report data. They must provide their title, print their name, and enter the date signed.
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