

# LOTTERY/PRIZE COMPETITION AUDIT STATEMENT

Please complete this audit statement and return it to Gaming Licensing, Department of Internal Affairs,  
P O Box 10-095, Wellington, **no later than 3 months after the draw.**

1 Name of society _____	Licence Number NZLTO _____		
Date lottery drawn (Lotteries only) / /	Number of tickets printed _____	Number sold _____	% of tickets sold _____

## 2 Financial Statements (Include GST in all costs)

INCOME	EXPENSES
Income from tickets sold.....	Mail order.....
Interest.....	Advertising lottery/prize competition.....
Advertising revenue.....	Telephone.....
TOTAL GROSS INCOME _____ <b>A</b>	Couriers, postage and freight.....
Actual purchase cost of prizes _____ <b>B</b>	Ticket production.....
PUBLIC EXPENDITURE (A-B) _____ <b>C</b>	Advertising results.....
	Audit fee.....
	Bank and credit card charges.....
	Application fee.....
	Other costs (Itemise each item. Do <b>not</b> include prizes.)
	_____
	_____
TOTAL EXPENSES _____ <b>D</b>	_____
NET PROFIT/LOSS (C-D) _____ <b>E</b>	_____
	_____
GST (Paid to IRD) _____	_____
	_____
	TOTAL EXPENSES _____ <b>D</b>

## 3. Auditor's Statement

As auditor for the society, I hereby certify that I have examined the records of the above lottery/prize competition.  
In my opinion, this statement gives a true and accurate record of the conduct of the lottery/prize competition.

Name of auditor \_\_\_\_\_ Daytime telephone number ( \_\_\_\_\_ ) \_\_\_\_\_

Postal address \_\_\_\_\_

Signature \_\_\_\_\_ Date / /

*Continue over page*

4 Have all prizes been claimed?  YES → Go to section 5  
 NO → Go to section 6

**5 Declaration**  
 I certify that all prizes in this lottery/prize competition have been handed over to the prize winners.

Secretary's signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

I confirm that the above statement is correct.

President/Chairperson's signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

**6 Declaration**  
 I certify that the prizes in this lottery/prize competition listed below have NOT been claimed. Every reasonable endeavour has been made to trace the prizewinners.

<i>Ticket number</i>	<i>Value of Prize</i>	<i>Details on ticket butt</i>
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Secretary's signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

I confirm that the above statement is correct.

President/Chairperson's signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

**7 Verification of Authorised Purpose**

I \_\_\_\_\_ and I \_\_\_\_\_  
 (name of secretary) (name of president/chairperson)

of \_\_\_\_\_  
 (name of society)

hereby state that \$ \_\_\_\_\_ was received by this society as proceeds of the above lottery/prize competition and that this amount was spent on / will be spent on the following authorised purpose: (please be specific)  
 (delete one)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

continue on another sheet if necessary

**8 Consent of audit**  
 We agree that an officer of the Department of Internal Affairs may request additional information in relation to how the money received by this society from the lottery/prize competition has been spent. We agree to comply with such a request.

Secretary's signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

President/Chairperson's signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_