

Worksheet CS - Cash Shortages

Use this worksheet to determine excess cash shortages for each booth op or owned site.
Do not use this worksheet for leased bar-op sites.

**Use this special one-time form for
July 2011 through June 2012.**

Organization name _____ Site name _____ Site number _____

		A Gross receipts G1 or Sch. A, line 10A plus any amt. on line 5A	B Col. A x 0.003	C Actual cash short or (cash long) G1 or Sch. A, line 33	D Excess shortage or carryover Col. B minus Col. C	E Carryover from previous month Col. F of prev. month	F Year-to-date excess shortage or carryover Col. D + Col. E
2011	Mo/yr					0.00	
	Jul/2011						
	Aug/2011						
	Sep/2011						
	Oct/2011						
	Nov/2011						
	Dec/2011						
2012		A Gross receipts Schedule A, line 8A	B Col. A x 0.003	C Actual cash short or (cash long) Schedule A, line 21-h	D Excess shortage or carryover Col. B minus Col. C	E Carryover from previous month Col. F of prev. month	F Year-to-date excess shortage or carryover Col. D + Col. E.
	Jan/2012						
	Feb/2012						
	Mar/2012						
	Apr/2012						
	May/2012						
	Jun/2012						

If Column F for June is negative, you must reimburse your gambling account from nongambling sources by July 20.
Keep this worksheet with your records. Do not send it to the Gambling Control Board or the Department of Revenue.

Worksheet CS instructions One-time use for July 2011 to June 2012

Use Worksheet CS, Lawful Gambling Cash Shortage Reimbursement, to determine if your cash shortages are within the reportable limit allowed by law.

Leased Bar-op Sites

All cash shortages for a leased bar-op site must be reimbursed by the lessor by the 20th of the following month. This may be done by deducting the shortage amount from the rent or by the lessor writing a check to your organization. This worksheet is not required for leased bar-op sites.

What is a cash shortage?

A cash shortage is the difference between net receipts for a game (gross receipts minus prizes paid) and the actual cash-in-hand deposited. It occurs when mistakes are made when handling the cash or ticket transactions during the day.

A cash shortage differs from a “fund loss,” which involves missing cash or inventory resulting from impropriety (such as theft) and requires requesting an adjustment from the Gambling Control Board.

Completing Worksheet CS

Worksheet CS covers cash shortages for the fiscal year July 1 through June 30.

For each month, complete the line on Worksheet CS for the month you are reporting.

You must complete a separate Worksheet CS for each booth op or owned site you operate.

Keep this worksheet with your records. Do not send it to the Gambling Control Board or the Department of Revenue.

Column E - January 2012

For January 2012, Column E, use the figure from Column F - December 2011.

Column F Reimbursement Amount

If Column F for June is negative, this is the amount you must reimburse for the fiscal year July 1 through June 30.

Only reimburse a negative amount for June; do not reimburse negative amounts for July through May.

To report the reimbursement, enter the amount on Schedule A, line 21-j in the month the reimbursement was made.

You must reimburse your gambling account when cash shortages exceed 0.3 percent of gross profits for the fiscal year (July 1 – June 30). Your gambling account must be reimbursed from nongambling sources by July 20.

The calculation starts over at zero every July 1.