

Organization Name:

License #

LG1014

Fiscal Year 2012 Organization Annual Report - MANUAL VERSION							Send to Gambling Control Board by Sept. 1, 2012						FY2012		
G1 AMOUNTS	Jul-11	Aug-11	Sep-11	Oct-11	Nov-11	Dec-11	G1	Jan-12	Feb-12	Mar-12	Apr-12	May-12	Jun-12	Totals	
Gross Profits - line 10c							line 8c								GP
Taxes/fees - line 15															
Total Sch. C/D - line 43															
Tot. LPE - line 15 + 43							line 19								LPE
Percent of Annual Gross Profits Used for Lawful Purpose Expenditures (total LPE divided by total gross profits).....														LPE%	

LG1010 SCHEDULE C/D AMOUNTS							SCHEDULE C AMOUNTS								
A1 - 501c3/c4 donation							A1								A1
A2 - disability, poverty							A2								A2
A3 - problem gambling							A3								A3
A4 - schools							A4								A4
A5 - scholarships							A5								A5
A6 - military recognition							A6								A6
A7 - youth programs							A7								A7
A8 - taxes & tax refund							A8								A8
A9 - real estate taxes							A9								A9
A10 - government							A10								A10
A11 - church							A11								A11
A12 - lake water testing							A12								A12
A13 - wildlife, trails							A13								A13
A14 - food shelves							A14								A14
A15 - community arts							A15								A15
A16 - vet. / frat. utilities							A16								A16
A17 - veteran events							A17								A17
A18 - license fees							A18								A18
A19 - humanitarian							A19								A19
A20 - to other lic. org.							A20								A20
A21 - to parent org.							A21								A21
A22 - owned bldg 5%							A22								A22
A23 - capital assets							A23								A23
A24 - real property							A24								A24
A25 - replacement bldg.							A25								A25
B codes - prior to 7/1/09							B								B

<b>REFUND / CREDIT ON UNSOLD TICKETS</b>
Place an "X" here if your organization only conducts gambling in a location where the primary business is bingo.

ROUND ALL FIGURES TO NEAREST DOLLAR

Gambling Manager Signature: \_\_\_\_\_ Date: \_\_\_\_\_ CEO Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Data Privacy Notice: Information requested will become public information when received by the Board, and will be used to determine your compliance with MN statutes and rules governing lawful gambling. Manual Version 1/12

# LG1014 Organization Annual Report Instructions - MANUAL VERSION

FY2012

- Use this version if you are completing the LG1014 by hand
- Do not include cents - round all figures to the nearest dollar
- Do not round up the percent of annual gross profits used for lawful purpose expenditures

**Documents Needed To Complete Form:** G1 tax returns for months of July 2011 through June 2012  
(do not send in with LG1014) LG1010 (Schedule C/D) for months of July 2011 through December 2011  
Schedule C for months of January 2012 through June 2012

Step 1 Enter the organization's name and license number.

Step 2 **For each month from July 2011 through December 2011:**

- enter the amounts from G1 lines 10c, 15, and 43
- add the amounts from G1 line 15 and G1 line 43 and enter on the Total LPE (lawful purpose expenditures) line.

Step 3 **For each month from January 2012 through June 2012,** enter the amounts from G1 lines 8c and 19.

Step 4 • Add the Gross Profits row for July 2011 through June 2012 and enter the total in the far right column.  
• Add the Total LPE row for July 2011 through June 2012 and enter in the far right column.

Step 5 Compute the Percent of Annual Gross Profits Used for Lawful Purpose Expenditures by dividing the total lawful purpose expenditures amount by the total gross profits amount. Enter this percentage in the far right column. DO NOT ROUND UP.

**NOTICE:** If the "percent of annual gross profits used for lawful purpose expenditures" is less than 30% (20% for organizations that only conduct lawful gambling in a location where the primary business is bingo) your organization will be placed on probation and may be subject to possible sanctions. Contact your compliance specialist for more information.

Step 6 Using the LG1010 (Schedule C/D) forms for July 2011 through December 2011 and the Schedule C forms for January 2012 through June 2012, enter the total payments made for each "A" and "B" code category on the appropriate line.

**Check for Common Errors:**

- On the February 2012 Schedule C, the refund/credit for tax on unsold tickets should be a NEGATIVE amount coded A8.
- Lawful gambling licensing fees paid to the Gambling Control Board should be listed as a lawful purpose expenditure coded A18.
- For each month from 7/11 through 12/11, the total of the amounts listed in each category should equal the amount reported on G1 line 43.
- For each month from 1/12 through 6/12, the total of the amounts listed in each category should equal the amount reported on G1 line 18.

Step 7 Add each row across to get the year-end totals and enter the amounts in the "FY2012 Totals" column.

Step 8 • Enter the Refund/Credit on Unsold Tickets in the cell below the Feb-12 column. This amount will equal the February A8 amount if no other A8 expenditures were made in February.  
• Place an "X" in the cell below the Refund/Credit on Unsold Tickets amount if your organization only conducts gambling in a location where the primary business is bingo.

Step 9 Both the gambling manager and CEO must sign the form.

Step 10 Make a copy for your files and mail the original by Sept. 1, 2012 to:

Gambling Control Board  
Suite 300 South  
1711 W. County Rd B  
Roseville, MN 55113

**Questions?** Contact your Gambling Control Board compliance specialist.