



STATE OF SOUTH CAROLINA
DEPARTMENT OF REVENUE
BINGO FINANCIAL QUARTERLY REPORT

dor.sc.gov

For the calendar quarter ending _____

Save time and paper by filing your Quarterly Report on MyDORWAY! Visit MyDORWAY.dor.sc.gov to get started.

Name of organization, Bingo license number, Mailing address, City, State, ZIP, Phone, Email, Amended return checkbox

- 1. Gross sales of bingo cards (Sch. A, Col. F)
2. Entrance fees collected (Sch. A, Col. C)
3. Gross bingo income (add lines 1 and 2)
4. Announced payouts (Sch. A, Col. G)
5. Adjusted gross bingo income (subtract line 4 from line 3)
6. Expenses paid:
a. Bingo paper tax paid
b. Bingo paper expense
c. Electronic device expense
d. Lease payments - building
e. Lease payments - equipment
f. Utilities
g. Promoter's salary/fees
h. Payroll taxes
i. Payroll expense
j. Professional fees
k. Advertising
l. Bank/Credit card service charges
m. Repairs & maintenance
n. Other (Sch. B)
7. Total expenses paid (add line 6a through 6n)
8. Net income from bingo (subtract line 5 from line 7)

Additional Information

- 9. Organization profit paid
10. Withholding (prize)

Excess Proceeds

SC Code Section 12-21-4000(12)(b) requires the tax from any excess proceeds to be paid with this Quarterly Report.

Table with 4 columns: A (Quarterly gross sales), B (Announced payouts), C (Announced payouts x 2), D (100% excess proceeds tax due)



Instructions

You must complete this report on SCDOR-issued forms using cash-based accounting. MyDORWAY is the fastest, easiest way to submit your Bingo Financial Quarterly Report. If you submit the Bingo Financial Quarterly Report on MyDORWAY, you do **not** need to submit a paper copy of the RD-9.

If you've never created a MyDORWAY account, visit dor.sc.gov/MyDORWAY-signup. You'll need the following information to get started.

- Your FEIN, SSN, or South Carolina ID (SID)
- One of the following:
 - Last Payment Amount
 - Last Refund Amount
 - Line 1 from the Last Return
 - Letter ID - Displayed on all SCDOR correspondence

Once you've created a MyDORWAY account and logged in, click the **Accounts** tab, scroll to your **Bingo Tax** account, and select **File a Return**.

Complete **Schedules A, B, C, & D**. See explanations below.

Schedule A - Cash Accounting Schedule

This is a cash accounting of your bingo sessions. Each session must be listed with the required information:

- Column A: Month and day for each session played during the quarter.
- Column B: Total number of players for each session played.
- Column C: Total entrance fees collected during a session. Carry to page 1, line 2.
- Column D: Total paper sales during a session.
- Column E: Total TED sales during a session.
- Column F: Total gross sales during a session (Column D + Column E). Carry to page 1, line 1.
- Column G: Total announced payouts for each session. Carry to page 1, line 4.
- Column H: Adjusted gross bingo income per session (Column C + Column F - Column G).
- Column I: Total withholding tax. This applies to payouts in excess of \$499.99 to an individual.
- Column J: Cash or checks deposited.
- Column K: Credit cards amounts deposited.
- Column L: Total amount deposited for a session. If you have a loss for a session, no deposit amount is required (Column J + Column K).

If there is Withholding Tax (Column I), and also a loss which does not require a deposit, you are still required to deposit the Withholding Tax.

Schedule B - Other Expenses

Provide a description and amount of all additional bingo expenses not listed on page 1. Carry total to page 1, last line of question 6, Expenses paid.

Schedule C- Bingo Paper Inventory Worksheet Summary

You must report the ending face value of bingo cards to the SCDOR at the end of each quarter. List a detailed ending inventory on the **Bingo Paper Inventory Worksheets**. Report all serial numbers on hand to the SCDOR. You must list the number of faces "on", number of sheets "up" per pack, serial numbers, total number of sheets, face value of sheets, and total value.

Each page of the detail inventory must be totaled and listed on the **Bingo Paper Inventory Worksheet Summary**. The sum of the page totals should be entered on line 9 of the **Inventory of the Dollar Face Value of Bingo Cards**.

Schedule D - Prize Withholdings.

You must withhold taxes on prizes exceeding \$499.99. Use Schedule D to report the winner's name, the last four digits of their SSN, the amount won, the amount withheld, and the date the withheld amount was submitted to SCDOR. Carry the total to page 1, line 10.

Pages 1-3

Bingo Financial Quarterly Report, page 1: Complete lines 1-10 and ensure that any information as required from Schedule A and B is transferred to correct lines. Complete the **Excess Proceeds** tax calculation in the section provided at the bottom of the page.

Bank Reconciliation of the Bingo Checking Account, page 3: Complete lines 1-8. Enter the accounts payable and loan information as requested on line 8 and ensure that any required documentation is attached.

Inventory of the Dollar Face Value of Bingo Cards, page 4: Complete lines 1-13 and provide an explanation for any difference of more or less than \$100 on line 12. An authorized officer of the organization must sign the return at the bottom of page 4.

Questions? We're here to help. Contact this office at **803-898-5393** or Bingo@dor.sc.gov.

Mail to: SCDOR, Bingo Enforcement, PO Box 125, Columbia, SC 29214-0400.

If you file this form on MyDORWAY, you do not need to mail a paper copy of the form.

Inventory of the Dollar Face Value of Bingo Cards

- | | |
|---|-----------|
| 1. Beginning face value of bingo cards (line 9 of previous period's quarterly report) | 1. _____ |
| 2. Face value of cards received (purchases) | 2. _____ |
| 3. Total value of bingo cards (add line 1 and line 2) | 3. _____ |
| 4. Paper returned to the SCDOR | 4. _____ |
| List other adjustments +/-) | |
| 5. _____
(Description) | 5. _____ |
| 6. _____
(Description) | 6. _____ |
| 7. Total adjustments (add lines 4 through line 6) | 7. _____ |
| 8. Total value of cards available for sale (subtract line 7 from line 3) | 8. _____ |
| 9. Physical ending face value of bingo Cards | 9. _____ |
| 10. Total sales of bingo cards (subtract line 9 from line 8) | 10. _____ |
| 11. Gross sales of bingo cards (Schedule A, Column F) | 11. _____ |
| 12. Difference (subtract line 11 from line 10) | 12. _____ |

Provide a detailed explanation if the difference is plus or minus \$100.

13. List the last voucher received from the SCDOR that was included in the above inventory.

Date of Voucher	Voucher #	Amount

This information is requested pursuant to SC Code Sections 12-21-4100 and 12-21-4270. Inaccurate and incomplete information may subject you to penalties of up to \$5,000.00 and revocation as provided for in SC Code Section 12-21-4140.

As an authorized officer of the above organization, I declare that the information on this report and all attachments is true and correct to the best of my knowledge.

_____ Signature	_____ Name	_____ Title	_____ Date
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Schedule B - Other Expenses

Schedule B is a continuation of Expenses paid, question 6, listed on page 1. Provide a description and amount of any other expenses **not** already listed on page 1. Note that expenses will be reviewed.

SC Code Section 12-21-4090 requires that all expenses related to the charitable bingo operation must be paid from the operation's bingo account.

Description	Amount
Total (report on page 1, line 6)	

Schedule C
Bingo Paper Inventory Worksheet Summary

Inventory Worksheet	Total Face Value
Page ____ of ____	
Page ____ of ____	
Page ____ of ____	
Page ____ of ____	
Page ____ of ____	
Page ____ of ____	
Page ____ of ____	
Page ____ of ____	
Page ____ of ____	
Page ____ of ____	
Total (report on page 3, line 9)	

