**Gambling Act 2005 - Financial Return**

**Return by Promoter relating to a Lottery to which Section 5 of the Act applies**

**REGISTRATION NO: ……………………**

|  |
| --- |
| **Name of Registered Society -**  |
|  | Dates on which tickets were available for sale |  |
|  | Date of said lottery |  |
|  | Value of prizes (including donated prizes) |  |
|  | Whole Proceeds of lottery |  |
|  | Amounts deducted in respect of prizes |  |
|  | Amounts deducted in respect of costs incurred organizing lottery |  |
|  | After deducting the sums in row 5 & 6 from row 4 the following amounts were applied for the particular purpose/s named*This must be at least 20% of the proceeds* | £ for the purpose of£ for the purpose of£ for the purpose of |
|  | Defrayed Expenses (anything not covered in 5 or 6 above) | AmountSources |

We, being two members of the said Society aged 18 or over who have been appointed in writing by the governing body of the said Society, (a copy should be attached to this return), certify the returns relating to Lotteries conducted for the benefit of the said Society HEREBY CERTIFY that to the best of our knowledge and belief the information contained in this return is in all respects correct.

|  |  |
| --- | --- |
| Signed:Dated | Signed:Dated |

**EXPANATORY NOTES:**

A registered society’s statement (Financial Return) must be sent to the local authority within three months beginning on the day on which the draw for the lottery took place. This must be done for each individual draw made under a registration. It must be signed by two members of the society appointed in writing for that purpose by the society’s governing body and accompanied by a copy of that appointment.

The statement must give the following information:

* the date on which tickets were available for sale or supply and the date of the draw;
* the total proceeds of the lottery;
* the amounts deducted by promoters of the lottery in providing prizes, including rollovers;
* the amounts deducted by the promoters of the lottery in respect of costs incurred in organising the lottery;
* the amount applied directly to the purpose for which the promoting society is conducted (at least 20% of the gross proceeds); and
* whether any expenses incurred in connection with the lottery were not paid for by deduction from the proceeds, and, if so, the amount of expenses and the sources from which they were paid

We hope your fundraising activities are successful. If you have any queries please contact licensing on 01992 531503.

**Data Protection Notice**

East Herts District Council is a Data Controller and can be contacted at: Wallfields, Pegs Lane, Hertford, SG13 8EQ.

The Council has an appointed Data Protection Officer who can be contacted at the same address.

We are collecting your personal data in order to process your application under Licensing Legislation as we are the Licensing Authority.

Your personal data will not be shared with third parties but may be used for Council purposes, in order to prevent or detect crime, to protect public funds or where we are required or permitted to share such data under other legislation.

Your data will be kept for 7 years in line with our retention policy.

You have the right to access your data and to rectify mistakes, erase, restrict, object or move your data in certain circumstances. Please contact the Data Protection Officer for further information.

Any concerns or complaints regarding your personal data should be addressed to the Data Protection Officer in the first instance. If the matter is not resolved you can contact the Information Commissioner’s Office at: Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF Tel: 0303 123 1113.

Please note that if you do not provide the information required on the form, then we will not be able to process your application for a licence.

This Privacy Notice should be read with the Council’s general Privacy policy which may be found on our website [Data Protection - East Herts District Council](https://www.eastherts.gov.uk/dataprotection). If you do not have access to a computer, please let us know if you would like a copy of this.

I hereby agree to the processing of my special category (sensitive) personal data, please tick this box 🞎