

NEVADA REPORT CHECKLIST

In order to make it easier to complete the Nevada Lottery Report, the following checklist lists the information to be submitted with your Nevada Lottery Report.

Please attach all the required information to the Nevada Lottery Report in the following order:

INFORMATION TO BE FILED	ATTACHED
Original Nevada Lottery Report Filed at the Clerk's office within 30 days after license expires.	
Copies of all lottery trust bank deposit slips for this licence	
Copies of receipts for ALL expenses incurred	
Original Details of Lottery Trust Account (Remember to include the balance as of the last Report and list all transactions since the last report submitted)	
Copies of all bank statements from your Lottery Trust Account since your last Report	

The Alcohol and Gaming Control Commission's Terms and Conditions require all records to be kept up-to-date and retained for no less than four (4) years from the date of the Nevada Lottery.

Once you submit your lottery report, you must submit quarterly updates if there is a balance in your account being sure to attach the information above.

If you have any questions, please contact Danielle Clayton at 271-0250 Ext. 237.