



EVENT SUMMARY REPORT

State Form 54737 (R3 / 10-22)
INDIANA GAMING COMMISSION

Prepared By: _____
First and Last Name

(Complete all parts that are applicable.)

(1) Organization legal name		(2) Date of event <i>(mm/dd/yyyy)</i>	(3) Start / End time	
(4) Address of event		(5) City	(6) State	(7) ZIP Code
(8) License number		(9) Operator in charge		
(10) Number of attendees	(11) Number of paid attendees	(12) Start-Up money <i>(Includes hot ball, cover all, special games, etc.)</i> \$		

Part 1 BINGO

(13) Door packs sold – Description <i>(name, face up, etc.)</i>	Number of free packs	Reduced packs: Number sold / price per pack	Regular packs: Number sold / price per pack	Bingo income	Bingo payouts	
			\$		\$	
			\$		\$	
			\$		\$	
			\$		\$	
			\$		\$	
			\$		\$	
(14) Early Birds / Warm Ups – Description <i>(name, face up, etc.)</i>	Number of free packs	Reduced packs: Number sold / price per pack	Regular packs: Number sold / price per pack	Bingo income	Bingo payouts	
			\$		\$	
			\$		\$	
			\$		\$	
(15) Special games – Description <i>(name, face up, etc.)</i>	Number of free packs	Reduced packs: Number sold / price per pack	Regular packs: Number sold / price per pack	Bingo income	Bingo payouts	
			\$		\$	
			\$		\$	
			\$		\$	
(16) Night Owls – Description <i>(name, face up, etc.)</i>	Number of free packs	Reduced packs: Number sold / price per pack	Regular packs: Number sold / price per pack	Bingo income	Bingo payouts	
			\$		\$	
			\$		\$	
(17) Cookie Jar / Hot Ball / Hot Number / Pickle Jar, etc.			Number sold	Price per game	Bingo income	Bingo payouts

	(18) Total gross bingo income	\$	
	(19) Bingo payouts		\$
	(20) Net bingo income <i>(Subtract line 19 from line 18.)</i>		\$

Prepared by: _____
First and last name

Event Date: _____
(mm/dd/yyyy)

Part 2 CARD GAMES **A cash-in / cash-out station must be established.**

(21) List TYPE of card game played <i>(Texas Hold'em, Omaha, Caribbean Stud, Euchre, etc.)</i>	(22) List how money was made by organization <i>(Tournament style, straight take off the top, dragging the pot, play against the house, etc.)</i>	(23) Bad Beat	(24) Re-buys	(25) Total income collected	(26) Total payout	(27) Net income <i>Line 25 Minus Line 26</i>
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
		\$	\$	\$	\$	\$
Totals		23(a) \$	24(a) \$	25(a) \$	26(a) \$	27(a) \$

Part 3 DICE GAMES AND WHEEL GAMES **A cash-in / cash-out station must be established.**

(28) Name of game <i>(craps, roulette, spindle, money, turkey, ham etc.)</i>	(29) Total income collected	(30) Total payout	(31) Net income <i>Line 29 Minus Line 30</i>
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
Totals	29(a) \$	30 (a) \$	31(a) \$

Prepared by: _____
First and last name

Event Date: _____
(mm/dd/yyyy)

Part 4 PULL TAB SALES					You must retain all seal / flare cards.		
(32) Name of game	(33) Start date <i>(mm/dd/yyyy)</i>	(34) End date <i>(mm/dd/yyyy)</i>	(35) Serial number	(36) Number of tickets	(37) Gross income	(38) Payout	(39) Net income <i>Line 37 Minus Line 38</i>
					\$	\$	\$
					\$	\$	\$
					\$	\$	\$
					\$	\$	\$
					\$	\$	\$
					\$	\$	\$
					\$	\$	\$
					\$	\$	\$
					\$	\$	\$
					\$	\$	\$
					\$	\$	\$
					\$	\$	\$
					\$	\$	\$
					\$	\$	\$
					\$	\$	\$
					\$	\$	\$
					\$	\$	\$
					\$	\$	\$
					\$	\$	\$
					\$	\$	\$
					\$	\$	\$
					\$	\$	\$
					\$	\$	\$
					\$	\$	\$
Totals					37(a) \$	38(a) \$	39(a) \$

Prepared by: _____ Event Date: _____
First and Last Name (mm/dd/yyyy)

Part 5 TIP BOARD / PUNCH BOARD SALES						You must retain all seal / flare cards.	
(40) Name of game	(41) Serial number	(42) Number of tips/punches	(43) Amount per tip/punch	(44) Gross income	(45) Cash payout	(46) Net income <i>Line 44 Minus Line 45</i>	(47) Prize/item description / *Value **Cost <i>If prizes are donated, indicate donated.</i>
			\$	\$	\$	\$	
			\$	\$	\$	\$	
			\$	\$	\$	\$	
			\$	\$	\$	\$	
			\$	\$	\$	\$	
			\$	\$	\$	\$	
			\$	\$	\$	\$	
			\$	\$	\$	\$	
			\$	\$	\$	\$	
			\$	\$	\$	\$	
			\$	\$	\$	\$	
			\$	\$	\$	\$	
			\$	\$	\$	\$	
			\$	\$	\$	\$	
			\$	\$	\$	\$	
			\$	\$	\$	\$	
			\$	\$	\$	\$	
			\$	\$	\$	\$	
			\$	\$	\$	\$	
			\$	\$	\$	\$	
			\$	\$	\$	\$	
			\$	\$	\$	\$	
			\$	\$	\$	\$	
Totals				44(a) \$	45(a) \$	46(a) \$	

Prepared by: _____
First and Last Name

Event Date: _____
(mm/dd/yyyy)

Part 6 SPORTS THEMED TIP BOARD SALES				You must retain all seal / flare cards.			
(48) Name of game	(49) Serial number	(50) Number of squares / lines sold	(51) Amount per square/line	(52) Gross income	(53) Cash payout	(54) Net income <i>Line 52 Minus Line 53</i>	(55) Prize/item description / *Value **Cost. <i>If prizes are donated, indicate donated.</i>
			\$	\$	\$	\$	
			\$	\$	\$	\$	
			\$	\$	\$	\$	
			\$	\$	\$	\$	
			\$	\$	\$	\$	
			\$	\$	\$	\$	
			\$	\$	\$	\$	
			\$	\$	\$	\$	
			\$	\$	\$	\$	
			\$	\$	\$	\$	
			\$	\$	\$	\$	
			\$	\$	\$	\$	
			\$	\$	\$	\$	
			\$	\$	\$	\$	
			\$	\$	\$	\$	
			\$	\$	\$	\$	
			\$	\$	\$	\$	
			\$	\$	\$	\$	
			\$	\$	\$	\$	
			\$	\$	\$	\$	
			\$	\$	\$	\$	
Totals				52(a)	53(a)	54(a)	

Prepared by: _____
First and Last Name

Event Date: _____
(mm/dd/yyyy)

Part 7 RAFFLES/DRAWINGS								
(55) Description of drawing <i>(raffles, regular, 50/50, Split the Pot, Commander, door prizes, etc.)</i>	(56) Number of drawings	(57) Number of paid attendees	(58) Number of tickets sold	(59) Amount per ticket	(60) Gross income	(61) Cash payout	(62) Net income <i>Line 60 Minus Line 61</i>	(63) Prize/item description / *Value **Cost <i>If prizes are donated, indicate donated.</i>
				\$	\$	\$	\$	
				\$	\$	\$	\$	
				\$	\$	\$	\$	
				\$	\$	\$	\$	
				\$	\$	\$	\$	
				\$	\$	\$	\$	
				\$	\$	\$	\$	
				\$	\$	\$	\$	
				\$	\$	\$	\$	
				\$	\$	\$	\$	
				\$	\$	\$	\$	
				\$	\$	\$	\$	
				\$	\$	\$	\$	
				\$	\$	\$	\$	
				\$	\$	\$	\$	
				\$	\$	\$	\$	
				\$	\$	\$	\$	
				\$	\$	\$	\$	
				\$	\$	\$	\$	
				\$	\$	\$	\$	
Totals					60(a) \$	61(a) \$	62(a) \$	

Prepared by: _____
First and Last Name

Event Date: _____
(mm/dd/yyyy)

Part 8 WATER RACE						
(63) Description of Water Race	(64) Number of Water Race tickets sold	(65) Amount per ticket	(66) Gross income	(67) Cash payout	(68) Net income <i>Line 66 Minus Line 67</i>	(69) Prize/item description / *Value **Cost <i>If prizes are donated, indicate donated.</i>
		\$	\$	\$	\$	
		\$	\$	\$	\$	
		\$	\$	\$	\$	
		\$	\$	\$	\$	
		\$	\$	\$	\$	
		\$	\$	\$	\$	
		\$	\$	\$	\$	
Totals			66(a) \$	67(a) \$	68(a) \$	
Part 9 GUESSING GAME						
(70) Description of Guessing Game	(71) Number of guesses sold	(72) Amount per ticket	(73) Gross income	(74) Cash payout	(75) Net income <i>Line 73 Minus Line 74</i>	(76) Prize/item description / *Value **Cost <i>If prizes are donated, indicate donated.</i>
		\$	\$	\$	\$	
		\$	\$	\$	\$	
		\$	\$	\$	\$	
		\$	\$	\$	\$	
		\$	\$	\$	\$	
		\$	\$	\$	\$	
		\$	\$	\$	\$	
Totals			73(a) \$	74(a) \$	75(a) \$	

***The value of prizes must be determined by the fair market retail value. **The cost of prizes must be supported with a receipt.**

Reminder: Payout totals do NOT include the expenses to purchase the prizes. The expense will be deducted on the financial forms.

Prepared By: _____
First and Last Name

Event Date: _____
(mm/dd/yyyy)

Part 10 GROSS INCOME TOTALS		
Start-up money <i>(includes hot ball, cover all, special games, etc.)(enter amount from line 12)</i>	77	\$
Bingo income <i>(enter amount from line 18)</i>	78	\$
Card games income <i>(enter amount from line 25(a))</i>	79	\$
Dice and wheel games income <i>(enter amount from line 29(a))</i>	80	\$
Pull tab gross income <i>(enter amount from line 37(a))</i>	81	\$
Tip board and punch board income <i>(enter amount from line 44(a))</i>	82	\$
Sports themed tip board income <i>(enter amount from line 52(a))</i>	83	\$
Raffle/drawing income <i>(enter amount from line 60(a))</i>	84	\$
Water race income <i>(enter amount from line 66(a))</i>	85	\$
Guessing game income <i>(enter amount from line 73(a))</i>	86	\$
Gross total <i>(add lines 78-86)</i>	87	\$
Part 11 PAYOUT TOTALS <i>(These numbers represent CASH payouts only.)</i>		
Bingo payout <i>(enter amount from line 19)</i>	88	\$
Card games payout <i>(enter amount from line 26(a))</i>	89	\$
Dice and wheel games payout <i>(enter amount from line 30(a))</i>	90	\$
Pull tab payout <i>(enter amount from line 38(a))</i>	91	\$
Tip board and punchboard payout <i>(enter amount from line 45(a))</i>	92	\$
Sports themed tip board payout <i>(Enter amount from line 53(a))</i>	93	\$
Raffles/drawings payout <i>(enter amount from line 61(a))</i>	94	\$
Water race payout <i>(enter amount from line 67(a))</i>	95	\$
Guessing game payout <i>(enter amount from line 74(a))</i>	96	\$
Total payouts <i>(Add Lines 88-96)</i>	97	\$
Part 12 NET INCOME		
Total net income <i>(Line 87 minus line 97)</i>	98	\$
Part 13 DEPOSIT FROM THIS EVENT		
Amount of bank deposit from this event	99	\$

Operator and Worker List

Name <i>First and last name</i>	Driver's license number / identification number	Assigned duties for this event <i>(check all that apply)</i>	Operator or Worker <i>(check one)</i>	Member and/or employee <i>(check all that apply)</i>
		<input type="checkbox"/> Bingo <input type="checkbox"/> PPT <input type="checkbox"/> Raffles <input type="checkbox"/> Cards <input type="checkbox"/> Dice <input type="checkbox"/> Other <i>(please describe)</i>	<input type="checkbox"/> Operator <input type="checkbox"/> Worker	<input type="checkbox"/> Member <input type="checkbox"/> Employee
		<input type="checkbox"/> Bingo <input type="checkbox"/> PPT <input type="checkbox"/> Raffles <input type="checkbox"/> Cards <input type="checkbox"/> Dice <input type="checkbox"/> Other <i>(please describe)</i>	<input type="checkbox"/> Operator <input type="checkbox"/> Worker	<input type="checkbox"/> Member <input type="checkbox"/> Employee
		<input type="checkbox"/> Bingo <input type="checkbox"/> PPT <input type="checkbox"/> Raffles <input type="checkbox"/> Cards <input type="checkbox"/> Dice <input type="checkbox"/> Other <i>(please describe)</i>	<input type="checkbox"/> Operator <input type="checkbox"/> Worker	<input type="checkbox"/> Member <input type="checkbox"/> Employee
		<input type="checkbox"/> Bingo <input type="checkbox"/> PPT <input type="checkbox"/> Raffles <input type="checkbox"/> Cards <input type="checkbox"/> Dice <input type="checkbox"/> Other <i>(please describe)</i>	<input type="checkbox"/> Operator <input type="checkbox"/> Worker	<input type="checkbox"/> Member <input type="checkbox"/> Employee
		<input type="checkbox"/> Bingo <input type="checkbox"/> PPT <input type="checkbox"/> Raffles <input type="checkbox"/> Cards <input type="checkbox"/> Dice <input type="checkbox"/> Other <i>(please describe)</i>	<input type="checkbox"/> Operator <input type="checkbox"/> Worker	<input type="checkbox"/> Member <input type="checkbox"/> Employee
		<input type="checkbox"/> Bingo <input type="checkbox"/> PPT <input type="checkbox"/> Raffles <input type="checkbox"/> Cards <input type="checkbox"/> Dice <input type="checkbox"/> Other <i>(please describe)</i>	<input type="checkbox"/> Operator <input type="checkbox"/> Worker	<input type="checkbox"/> Member <input type="checkbox"/> Employee
		<input type="checkbox"/> Bingo <input type="checkbox"/> PPT <input type="checkbox"/> Raffles <input type="checkbox"/> Cards <input type="checkbox"/> Dice <input type="checkbox"/> Other <i>(please describe)</i>	<input type="checkbox"/> Operator <input type="checkbox"/> Worker	<input type="checkbox"/> Member <input type="checkbox"/> Employee
		<input type="checkbox"/> Bingo <input type="checkbox"/> PPT <input type="checkbox"/> Raffles <input type="checkbox"/> Cards <input type="checkbox"/> Dice <input type="checkbox"/> Other <i>(please describe)</i>	<input type="checkbox"/> Operator <input type="checkbox"/> Worker	<input type="checkbox"/> Member <input type="checkbox"/> Employee
		<input type="checkbox"/> Bingo <input type="checkbox"/> PPT <input type="checkbox"/> Raffles <input type="checkbox"/> Cards <input type="checkbox"/> Dice <input type="checkbox"/> Other <i>(please describe)</i>	<input type="checkbox"/> Operator <input type="checkbox"/> Worker	<input type="checkbox"/> Member <input type="checkbox"/> Employee
		<input type="checkbox"/> Bingo <input type="checkbox"/> PPT <input type="checkbox"/> Raffles <input type="checkbox"/> Cards <input type="checkbox"/> Dice <input type="checkbox"/> Other <i>(please describe)</i>	<input type="checkbox"/> Operator <input type="checkbox"/> Worker	<input type="checkbox"/> Member <input type="checkbox"/> Employee
		<input type="checkbox"/> Bingo <input type="checkbox"/> PPT <input type="checkbox"/> Raffles <input type="checkbox"/> Cards <input type="checkbox"/> Dice <input type="checkbox"/> Other <i>(please describe)</i>	<input type="checkbox"/> Operator <input type="checkbox"/> Worker	<input type="checkbox"/> Member <input type="checkbox"/> Employee
		<input type="checkbox"/> Bingo <input type="checkbox"/> PPT <input type="checkbox"/> Raffles <input type="checkbox"/> Cards <input type="checkbox"/> Dice <input type="checkbox"/> Other <i>(please describe)</i>	<input type="checkbox"/> Operator <input type="checkbox"/> Worker	<input type="checkbox"/> Member <input type="checkbox"/> Employee
		<input type="checkbox"/> Bingo <input type="checkbox"/> PPT <input type="checkbox"/> Raffles <input type="checkbox"/> Cards <input type="checkbox"/> Dice <input type="checkbox"/> Other <i>(please describe)</i>	<input type="checkbox"/> Operator <input type="checkbox"/> Worker	<input type="checkbox"/> Member <input type="checkbox"/> Employee
		<input type="checkbox"/> Bingo <input type="checkbox"/> PPT <input type="checkbox"/> Raffles <input type="checkbox"/> Cards <input type="checkbox"/> Dice <input type="checkbox"/> Other <i>(please describe)</i>	<input type="checkbox"/> Operator <input type="checkbox"/> Worker	<input type="checkbox"/> Member <input type="checkbox"/> Employee
		<input type="checkbox"/> Bingo <input type="checkbox"/> PPT <input type="checkbox"/> Raffles <input type="checkbox"/> Cards <input type="checkbox"/> Dice <input type="checkbox"/> Other <i>(please describe)</i>	<input type="checkbox"/> Operator <input type="checkbox"/> Worker	<input type="checkbox"/> Member <input type="checkbox"/> Employee

CG-ESR, Event Summary Report, Guidance and Instructions.

Recommendation: It is recommended that you establish house rules on how the games will be conducted. Included in these house rules should be how disputes will be handled. House rules should be published, posted and a copy placed on each table. House rules should be available to anyone who requests a copy. If you establish house rules, please follow them.

Documentation: All documents produced pertaining to the event must be maintained to support the event summary report. If the records are computerized, the actual handwritten documents must be maintained to support the computer records.

Tipping is prohibited. Proper signage must be posted indicating No Tipping allowed. Signage must be legible from a distance of 10 feet.

Cards Games

1. The manner that you will use to record all income for the card games, dice games and wheel games must be established prior to start of game.
 - a) An Operator must operate the cash in / cash out station.
 - b) A record of all buy-ins, re-buys, add-ons and entrance fees must be maintained.
2. The manner that you will use to payout prizes must be established prior to the start of the game.
 - a) If playing tournament style, you must determine how many positions (1st, 2nd, 3rd, etc.) will be paid and the prizes for each position.
 - b) Cash in / Cash out game.
3. You must determine how the organization will make money for this fundraising event.
 - a) Straight off the top. House take / buy-in – i.e., \$25.00 = \$20.00 chips and \$5.00 for the house.
 - b) Pot drags – i.e. \$1.00 for each \$10.00 in bets up to a maximum of \$8.00 per game.
 - c) Play against the house. Determine win / losses for each table to determine net income.
 - d) Cash in / Cash out station – i.e., use register to determine sales and payouts.

Cash Game: means a game in which the players may cash in or cash out at any time.

Caution: Before you conduct a cash game you will need to consider that you must declare all of the buy-ins, re-buys and add-ons as your gross income. This will seriously affect your license fees for the next license period.

CASH: There is never a time when cash may be used in the game. Imitation money or chips must be used.

Dealers: must be properly documented operators or workers for your organization. They shall not participate in the game in any manner.

Exception: Qualified Card Game New IC 4-32.3-2-30. Euchre, Texas Hold 'em poker, Omaha poker.

Deal: shall not be passed around the table except for the following Qualified Card Games.

EUCHRE:

The **only** card game in which the deal may be passed around the table and **the dealer may participate**. When it is the players turn to deal, they must deal. You are required to have 1 operator for every 6 tables of 4 players.

TEXAS HOLD'EM POKER AND OMAHA POKER

- **Patrons may take turns dealing but are not permitted to play in the hand they deal.**
- The dealer shall submit the deck to be cut to the nearest player to the right of the dealer.
 - IGC Interpretation: Person may either pass or cut.
- A blank card must be at the bottom of the deck.
 - IGC Interpretation: Blank card means a non-playing card.
- An operator or worker shall deal the cards at the final table of the tournament.
- Operators or workers may not play in the games at the events they are working.
- A minimum of two operators for an event, maintaining a ratio of at least one operator per forty (40) players.