



General Instructions

What is the deadline for filing this return?

This return is due on or before the 20th day following the last day of the event for which you are filing this return. For example, if this return is for an event that ended March 4, it is due on or before March 24.

Can I file this return and pay the tax due electronically?

Yes, you can use MyTax Illinois at mytax.illinois.gov to file your Form RB-1. MyTax Illinois also allows for electronic payment of any tax due.

What if I fail to file this return and pay the amount I owe?

You owe a **late-filing penalty** if you do not file a processable return by the due date, a **late-payment penalty** if you do not pay the tax you owe by the date the tax is due, and a **bad check penalty** if your remittance is not honored by your financial institution. Interest is calculated on tax from the day after the original due date of your return through the date you pay the tax. We will bill you for penalties and interest. For more information about penalties and interest, see Publication 103, Penalties and Interest for Illinois Taxes. To receive a copy of this publication, visit our website at tax.illinois.gov or call us at **1 800 356-6302**.

What if I have questions?

If you have questions, visit our website at tax.illinois.gov or scan the QR code provided.

If you have questions about your

- return, call **217 782-5906**
- license, call **217 558-7425** or email at rev.bptcg@illinois.gov

weekdays between 8:00 a.m. and 4:30 p.m.



Step-by-Step Instructions

Step 1: Identify your supplier

Enter the license number, name, and address of your supplier. If you have more than two, please attach a separate sheet of paper.

Step 2: Figure your tax due

Value of prizes awarded – the amount of all cash prizes awarded, including door or attendance prizes, and the cash value of any merchandise or bingo cards awarded as prizes.

Number of bingo players – the total number of bingo players for each event.

Gross proceeds – the receipts from each event. According to the Bingo License and Tax Act, "gross proceeds" includes the charge, in whatever form, for playing bingo.

Line 1 – Enter the total number of prizes, players, and gross proceeds from your bingo event.

Line 3 – If you have a credit you wish to apply toward your tax, Enter the amount of your credit on Line 3.

Line 4 – This is the total amount of tax you owe. If you do not file a processable return or pay the tax you owe by the due date, you will owe additional penalty and interest. For more information about penalties and interest see Publication 103, Penalties and Interest for Illinois Taxes.