



The Saskatchewan Liquor and Gaming Authority may issue a licence pursuant to subsection 207 of the Criminal Code of Canada, authorizing charitable or religious organizations to conduct and manage lottery schemes for charitable or religious objects or purposes.

Please allow a minimum of thirty (30) days for review.

New applicants please submit your organization's constitution and by-laws.

Raffle licence application fee: \$5.00 (non-refundable)

A \$25.00 administration fee will be charged for N.S.F. cheques.

Organization Description

Has this organization ever held a lottery licence with Saskatchewan Liquor and Gaming Authority?

Yes No

If yes, provide your organization code and/or previous licence numbers (bingo, breakopen and raffle).

Organization Code: _____

Previous licence numbers: _____

To qualify for a Charitable Gaming Licence your organization must be a charitable or religious organization. To determine if your organization is eligible, please read the eligibility section of our website at www.slga.gov.sk.ca. If you do not have access to the internet a copy of the eligibility guidelines can be made available by request to the Saskatchewan Liquor and Gaming Authority. Non-profit organizations, not eligible for a charitable gaming licence, are eligible for a Public Amusement Raffle Licence.

Provide a summary description of your organization, outlining the charitable or religious object(s) or purpose(s):

Name/Address of Organization:

Organization name: _____

Address: _____

City/Town: _____, SK Postal Code: _____

Preferred method of communication (check only one):

E-mail E-mail address:

Fax Fax number:

Mail

Raffle Details

Number of tickets to be printed: _____

Price of each ticket or chance: _____

Multiple ticket prices: _____

*Ensure that your organization records how many tickets are sold as multi-priced or as singles.

*The total value of tickets printed and offered for sale cannot exceed 12 times the retail value of all prizes to be awarded.

Draws

Select how the lottery will be conducted and winners determined from one of the below:

- 50/50 Draw Calendar Draw Derby Sports Draft Elimination Draw
- Honey Pot Sports Pools Rally Regular Draw

| Draw | Date of draw | Location of draw (name and address of facility) | Description of prizes | Retail prize value (including taxes) | Your cost (\$0 if donated, including taxes) |
|------|--------------|---|-----------------------|--------------------------------------|---|
| 1 | | | | | |
| 2 | | | | | |
| 3 | | | | | |
| 4 | | | | | |
| 5 | | | | | |

Totals: _____ \$ _____ \$

*If you require more space, please fill out information on a separate sheet and attach.

Contact

Contact person will be responsible for any correspondence with SLGA pertaining to this licence and also for keeping and maintaining any records pertaining to this licence. The contact person also agrees to the release of his/her personal information by SLGA in the event of an inquiry from the general public respecting the licence or the licenced event.

Lottery records must be kept and maintained in Saskatchewan. These records shall include: official licence addendums, financial reports, all banking and other information.

First Name: _____ Last Name: _____

Signature: _____

Address: _____

City/Town: _____, SK Postal Code: _____

Home phone: _____ Business phone: _____

Preferred communication (check only one):

- E-mail E-mail address:
- Fax Fax number:
- Mail

Bank Account Information

A separate lottery account is NOT required, however, a separate deposit must be made for lottery proceeds.

Account Number: _____

Financial Institution: _____

Consent & Certification

I hereby consent, on behalf of the organization, to the Saskatchewan Liquor and Gaming Authority to release the following information to any person, under Sections 5 & 24 of The Freedom of Information and Protection of Privacy Act:

- a. the organizations' full name, address and the number of the lottery licence issued to the organization.
- b. the charitable or religious object or purpose for which the organization states the proceeds from the lottery scheme will be used; and
- c. the amounts of all lottery scheme proceeds designated for each charitable or religious object or purpose.

I hereby certify on behalf of the organization, that all facts stated and information furnished are true and correct. The organization has read, understands and agrees to comply with all the terms and conditions.

Signature on behalf of the organization: _____

Date: _____

Printed name: _____

Position within the organization: _____

SLGA will retain the personal information on this form only as long as it is necessary to fulfill the purposes for which it was collected and in accordance with approved mandatory retention policies and schedules established with cooperation of the Saskatchewan Archives Board under The Saskatchewan Archives Act.

Send completed application and fee to:

Saskatchewan Liquor and Gaming Authority
P.O. Box 5054, 12th floor – 2500 Victoria Avenue
Regina, SK S4P 3M3
Fax: (306) 787-8981

Licence inquiries or assistance:

Telephone: (306) 787-5563

Toll free: 1-800-667-7565

Did you remember to:

Yes No

- a) enclose the \$5.00 application fee?
(make cheques payable to Saskatchewan Liquor & Gaming Authority.)
- b) sign and complete all sections of the application?
- c) enclosed is your organization's constitution and bylaw?

Remember, an incomplete application will delay the processing of your application.