

LOTTERY/BINGO ELIGIBILITY APPLICATION FORMS

Once forms are completed, please email them to:
lottery@penetanguishene.ca

The Lottery Licencing Officer will review them and
get in touch regarding next steps



Town of / Ville de
Penetanguishene

ORGANIZATION INFORMATION

Legal Name _____

Mailing Address _____

City/Town _____ Postal Code _____

Telephone _____

Email _____

Website _____

How long has the organization been in existence? _____

Is the organization incorporated as a non-profit in the Province of Ontario? _____

Incorporation # _____

Is the organization part of a larger Provincial/Regional Organization? _____

Parent Organization Name _____

CONTACT INFORMATION

Name of person responsible for lottery account _____

Role/Title _____

Address _____

City/Town _____ Postal Code _____

Telephone _____

Email _____

LIST OF REQUIRED DOCUMENTS

Organizational History and Governance

1. Include a description of your organization's mandate
2. Attach a listing of your Board of Directors including their names, addresses, phone numbers and roles.
3. Include a description of how Board is structured to achieve the goals, objectives and mandate of the organization.
4. Include a list of names, addresses and phone number of your "bona fide members" (members in good standing of the organization who has other activities, beyond conducting lottery events within the organization). "Members of Convenience" whose only activity is to assist at Social Gaming Events are not considered bona fide members.

How many persons comprise your bona fide membership? _____

5. Include the lottery trust bank account information (Lottery trust account will be required at the time of application)

Name of Financial Institution

Address of Financial Institution

Lottery Trust Account #

6. Financial Year End date _____

7. What below category best describe the Organization?

Advancement of Education

Relief of Poverty

Health and Welfare

Advancement of Religion

Other charitable purposes beneficial to the community (please specify)

Arts and Culture

Amateur Sports

Enhancement of Youth

Public Safety

Community Service

8. Is the organization currently licensed or ever been licensed in any other municipality to conduct break open tickets or bingo?

Break Open Tickets

YES

NO

If yes, list other municipalities: _____

Bingo

YES

NO

If yes, list other municipalities: _____

Has the organization ever had a licence revoked or refused?

YES NO

If yes, please provide the details: _____

9. Location of bingo lottery events/sales location of break open tickets

BINGO

BREAK OPEN TICKETS

_____ Name of location	_____ Name of location
_____ Address of location	_____ Address of location
_____ Gaming Supplier Registration #	_____ Gaming Supplier Registration #

We, the undersigned declare that all the information provided within and with this statement/ application is accurate and correct. (Must be signed by two principal officers)

Principal 1

Principal 2

_____ Print Name	_____ Print Name
_____ Signature	_____ Signature
_____ Title	_____ Title
_____ Date	_____ Date

OTHER REQUIRED DOCUMENTS

In addition to the above, this Eligibility Application must be accompanied by the following documents:

1. Copy of letter of incorporation or constitution and/or by-laws (the group must have been in existence for at least 1 year)
2. Copy of the organization's strategic plan or list of goals and objectives
3. Copy of the complete budget, covering the current twelve month fiscal or calendar year and detailing how funds will be acquired and distributed during the period
4. Copy of the previous year financial statement
5. A detailed description of the organization's activities
6. A detailed outline of programs and services offered
7. A copy of the membership list (if applicable)
8. Details of proposed use of lottery proceeds. Please note that the proposed use of proceeds must be consistent with the primary objects and purposes of the organization which must be of a charitable nature consistent with at least one of the four classifications of charitable purposes.
9. The Town will require that your organization pass a By-law stating that: If the organization should dissolve, you will be liable to provide a distribution of the organization's assets and property held or acquired from proceeds of licensed lottery events (i.e. lottery trust accounts or property purchased with lottery proceeds) to charitable organizations that are eligible to receive lottery proceeds in Ontario.
10. Include any other information that will assist in determining the charitable nature of the organizations objectives and purpose. This could include an annual report, charitable number for income tax purposes, latest report to the Public Trustee or the fact that the organization meets the reporting requirements of the Charities Accounting Act.

(When submitting the attachment of documents, please refer to the number on the application forms)

For further information, feel free to contact the Lottery Licensing Officer
705-549-7453
lottery@penetanguishene.ca