



TOWN OF GANANOQUE

LOTTERY LICENCES – GENERAL INFORMATION SHEET

(For detailed information applicants should refer to the AGCO website)

WHAT IS “CHARITABLE GAMING” AND HOW IS IT REGULATED IN ONTARIO?

Charitable gaming: refers to lottery schemes permitted by a licence under the Criminal Code (Canada). Typically these may include bingos, raffles, break open tickets and social gaming events held by charitable and religious organizations. Charitable organizations are regulated by licensing policies and the Terms and Conditions of the licences issued by the province or municipalities under authority of an Order-in-Council. The commercial sector of the charitable gaming industry is regulated by the Gaming Control Act, 1992 and Regulations.

WHAT IS AGCO?

AGCO is an acronym referencing the Alcohol and Gaming Commission of Ontario. This is an agency established by the Provincial Government to regulate and enforce all alcohol and gaming activities in the Province of Ontario.

WHO CAN GET A LICENCE TO CONDUCT A LOTTERY SCHEME?

Canada’s Criminal Code permits charitable and religious organizations to conduct a lottery scheme to raise funds pursuant to a licence being issued. Organizations must have a demonstrated charitable or religious mandate to qualify. The Courts have determined that the term “charitable” refers to organizations which provide programs for:

- (a) A **charitable organization**, which has objects and activities that are exclusively and entirely charitable.
- (b) **Non-profit organizations** with both charitable and non-charitable objects provided the charitable objects fall within the following four classifications:
 - 1) The relief of poverty;
 - 2) The advancement of education;
 - 3) The advancement of religion;
 - 4) Other charitable purposed beneficial to the community

Organizations must be in existence for at least one (1) year before they are considered eligible for a lottery licence.

The following organizations are not charitable for lottery licensing purposes:

- Social Clubs
- Professional associations, union, employee groups
- Elected representative groups including municipal, regional, provincial and federal governments
- Government ministries, agents or bodies
- Political lobby groups
- Political parties
- Adult hobby groups
- Private sports club (i.e. Golf/tennis)
- Adult sports teams (Adult being defined as an individual who is 16 years of age or older)
- Individual youth sports teams

If one of these groups wishes to raise funds to donate to charities, it must become recognized as a charitable organization with an established charitable mandate, either through incorporation or by constitution and by-laws, and apply for lottery licences to be used for projects or donations that are consistent with its charitable mandate.





WHAT ARE THE DIFFERENT TYPES OF LOTTERY SCHEMES?

The following are a few of the main lottery licences that have been applied for in the Town of Gananoque. To obtain a full list of AGCO lottery licence types, interested parties should access their website at www.agco.on.ca.

Raffle Lotteries (AGCO Policy Manual C.5)

A raffle lottery is a scheme where tickets are sold for a chance to win a prize at a draw and includes 50/50 draws, elimination draws, and calendar draws.

A municipality may issue a licence to eligible local charitable or religious organization for ticket raffle lotteries where the total value of the prizes to be awarded does not exceed \$50,000.00.






Raffle Application  and 
Raffle Terms and Conditions 
Raffle Report 

Blanket Raffle Lotteries (AGCO Policy Manual C.5 (g))

A Blanket Raffle licence allows eligible organizations to obtain a single lottery licence to conduct and manage more than one type of raffle event within a fixed time period and from one location within prize amount of \$5,000.00 for total prizes for all of the types of raffles.

The types of raffle events that a licensee may conduct under a Blanket Raffle licence would include:





- Stub draws
- Elimination draws
- 50/50 draws
- Meat spins/turkey calls
- “Name the Raffle” Lottery

Blanket Raffle Application  and  and 
Blanket Raffle Terms and Conditions 
Blanket Raffle Report 

Break Open Ticket Lotteries (AGCO Policy Manual C.7)





A break open ticket is a device made of cardboard and which has perforated covered window tabs behind which are symbols revealed by tearing open the cover tab. The winning combination of symbols is specified on the back of the ticket. Break open tickets are also known as “Nevada tickets” or “pull tabs”.

A municipality may issue a licence to eligible local charitable or religious organizations where the break open tickets are not to be sold in conjunction with another gaming event.

Break Open Application  and 
Break Open Terms and Conditions 
Nevada/Break Open Ticket Report 

Regular Bingo Events (AGCO Policy Manual C.9)

Bingo events are lottery schemes where players purchase bingo paper and win prizes by being the first to complete specified arrangements or patterns of numbers on the bingo paper from numbers selected at random. Regular bingo events have prize boards of \$5,500.00 and under.

Bingo – Regular Application  and 
Bingo - Regular Terms and Conditions 
Bingo Report 

Media Bingo (AGCO Policy Manual C.9 (f))

A Media Bingo means a bingo event that is conducted on or through media such as radio or newspaper. Licences will not be issued for internet gaming activity.









Bingo - Media Application  and 
Bingo – Media Terms and Conditions 
Bingo Report 

Table Board Bingo (AGCO Policy Manual C.9 (e))

Table Board Bingo is a lottery scheme where players purchase the Table Board card and win prizes by being the first to complete specified arrangements or patterns of numbers on the Table Board Bingo device from numbers selected at random.





Bingo – Table Board Application  and 
Bingo – Table Board Terms and Conditions 
Bingo Report 

A municipality may issue a licence to an eligible charitable or religious organization for a Regular, Media, or Table Board Bingo event where the total value of the prizes to be awarded on any one occasion does not exceed \$5,500.00. For prizes exceeding this amount application must be made to the Province.

Bazaar Lottery (AGCO Policy Manual C.4)

Bazaar Lottery is an event where any combination of the following lotteries may be conducted:

- a) A raffle not exceeding \$500.00 in prizes
- b) A Bingo not exceeding \$500.00 in prizes
- c) A maximum three wheels of fortune with a maximum \$2.00 bet.

Bazaar Application  and 
Bazaar Table Board Terms and Conditions 
Bazaar Report 

WHAT IS A COMPLETE LOTTERY APPLICATION?

Applicants must provide:

- A copy of articles of incorporation of constitution and/or by-laws with initial application and every fourth year thereafter;
- A copy of the budget of financial statements for the previous year;
- A completed Town of Gananoque Lottery Licence Application Questionnaire;
- A completed lottery application form issued by the Registrar of Ontario; and
- Pay the fee determined by the Town of Gananoque as set out in the Town’s General Fees and Rates By-laws

WHEN CAN A MUNICIPAL LOTTERY LICENCE BE OBTAINED?

Municipal applications will be accepted at the Town of Gananoque Administrative Offices at 30 King St E. between the hours of 9:00 AM and 4:00 PM, Monday to Friday with the exception of recognized holidays. The Town requires a minimum of twenty-four (24) business hours to review, approve, and issue a lottery licence.

For additional program information and lottery licence forms applicants are encouraged to access the Alcohol and Gaming Commission of Ontario’s website at <http://www.agco.on.ca>.

Town of Gananoque Municipal lottery licence enquiries should be directed to 613-382-2149

NOTE: the information collected on a lottery licence application and report form is done so under the authority instilled on the Town of Gananoque under the Alcohol and Gaming Commission of Ontario and it will be used for the sole purpose of issuing and monitoring of the lottery licence program.

RECORDS RETENTION: Lottery licence record retention periods will be governed by the Town’s Records Retention Policy.