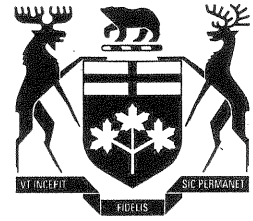


# INFORMATION BULLETIN

No. 032



Ontario

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## Alcohol and Gaming Commission of Ontario

### Gaming Registration & Lotteries

20 Dundas Street West, 7th floor • Toronto, Ontario M5G 2N6 •  
1-800-522-2876 or (416) 326-8700 • Fax: (416) 326-8711

### Effective Immediately

**Date:** July 30, 2001  
**Contact:** Noor Rahim  
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### Blanket Raffle Licences

The Alcohol and Gaming Commission of Ontario ("AGCO") will now permit municipal licensing authorities to issue 'blanket' raffle licences. A blanket raffle licence will allow eligible organizations to obtain one lottery licence to conduct and manage more than one type of raffle event within a fixed time period and within a capped prize amount.

Many organizations raise money through numerous small raffles. The current policy requires that an eligible organization obtain a separate licence for each event. When an organization wishes to conduct numerous raffle events over a short period of time, the process of obtaining numerous raffle licences can become onerous for the licensee. The intent of the blanket raffle licence is to allow licensees to conduct and manage a number of minor raffle events, with small prize boards under one 'blanket' licence.

### Licensing Policies

Eligible organizations must make application for a blanket raffle licence to their municipal licensing official. If the eligible organization is located in an unorganized territory or Crown lands it must make application to the Alcohol and Gaming Commission of Ontario.

Eligible organizations may submit an application to the appropriate licensing authority for a blanket raffle licence for up to a maximum of a six-month period and for a total prize amount of up to \$5,000.

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Organizations may only obtain one blanket raffle licence at a time. The types of raffle events that a licensee may conduct pursuant to a blanket raffle licence include:

- Stub Draws
- Elimination Draws
- 50/50 Draws
- Meat Spins/Turkey Rolls

A licensee may conduct any number of these raffle events or combination of these raffle events under a blanket raffle licence, provided that the total prize board for all the events held under the blanket raffle licence does not exceed \$5,000.

Any changes to an approved blanket raffle licence including the number of events, and the total prize value to be awarded will require an amendment to the licence, and must be approved by the licensing authority. Amendments to any raffle event licensed under the blanket raffle licence must be made prior to the commencement of any ticket sales for that raffle event.

All proposed raffle events under the blanket raffle licence must be conducted in accordance with the Raffle Terms and Conditions, the Lottery Licensing Policy Manual, and any terms placed on the licence by the licensing authority.

A licensee may obtain a separate individual raffle licence to conduct and manage another raffle event (as set out in the Lottery Licensing Policy Manual) while they are conducting a blanket raffle, including the types of raffle events listed above.

### **Application Procedure**

Each application for a blanket raffle licence must include the following information:

- a list of proposed raffles to be held during the period;
- types of raffle events to be conducted;
- the number of each type of raffle to be conducted;
- the total number of tickets to be printed for each individual event, and the total value of all tickets printed for each raffle event;
- the cost per ticket for each event;
- the location where the events will take place;
- the dates for each raffle event, and the type of event to be held each day;
- a detailed explanation of the rules for each type of raffle event;
- a description of all prizes to be awarded and the approximate total retail value of all prizes to be awarded for each raffle event;
- total value of all prizes to be awarded for the period, and
- the licence fee.

### **Reporting Procedures**

The licensing authority may require Interim Reports midway through the licensing period. The Lottery Report for the period of the blanket raffle must be submitted within 30 days of the date of the last draw and must include the following:

- Income, Expenses, Profit/Loss, for each raffle event under the blanket raffle licence;
- Total gross receipts;
- Total prizes awarded;
- Total administrative costs incurred;
- Net proceeds;
- Lottery trust account information, including deposit slips and bank statements;
- Details regarding how proceeds were disbursed; and
- Other records as requested by the licensing authority.

Licensees must identify on each deposit slip the date of the raffle event for each deposit made into the designated lottery trust account and specify the total proceeds deposited for each individual event. The licensee shall keep a separate ledger for each raffle event outlining the financial details including, proceeds derived, expenses paid, and a list of how proceeds have been disbursed.

### **Licensing Fees**

The licensing authority may charge a licence fee of up to 3% of the total payout for the period of the blanket raffle licence. For example, if a licensee wishes to be licensed to award the maximum of \$5,000 under a blanket raffle licence, the licence fee would be calculated by multiplying \$5,000 by 3%, therefore the licence fee would be \$150.

The licensing authority may refund any overpayment of licence fees in accordance with its policies following reconciliation of the Lottery Reports and financial statements.