

TOWNSHIP OF GILLIES RR#1, 1092 Hwy. 595, Kakabeka Falls, Ontario P0T 1W0

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**APPLICATION FOR CHARITABLE LOTTERY LICENSING ELIGIBILITY
FIRST TIME APPLICANT**

This form is to be completed by an applicant for a lottery license not previously approved in the Township of Gillies.

1. Name of Organization: _____

2. Physical Address: _____
Number Road Name City Province Postal Code

Mailing Address: _____
(if different from above)

3. How long has the Organization been in operation? _____

Fiscal Year End: _____

4. Which of the four classifications of charitable objects does the primary purposes of the Organization match? (circle one)

- a) the relief of poverty;
- b) the advancement of education;
- c) the advancement of religion;
- d) any other charitable purposes beneficial to the community not falling under a, b or c (i.e. arts, youth sports, service clubs, etc.) Please specify: _____

5. What are the Organization's Charitable Programs and Services?

6. Is the Organization established to provide charitable services in Ontario and use proceeds for objects or purposes which benefit Ontario residents? yes no, explain _____

7. Does a large portion or percentage of the Township of Gillies, as a whole, benefit by the fundraising of the organization? yes no, explain _____

8. Has the Organization been in operation for at least one (1) year and have a proven charitable mandate? yes no, explain _____

9. Is the Organization properly organized such that it is separate from any other organization? (e.g. legally, financially, organizationally) yes no, explain _____

10. Is the Organization registered with Canada Customs and Revenue Agency as a charitable organization?

Yes, Registration #: _____ Date Issued: _____
 No

11. Is the Organization incorporated as a non-profit organization in the Province of Ontario?

Yes, Incorporation #: _____ Jurisdiction: _____
 No

12. Describe the Organization's aims and objectives.

13. Is the Organization currently hold a lottery license, or ever been licensed for a lottery in any other municipality? Yes, list other municipalities: _____

No

Has the Applicant ever had a license revoked or refused? Yes No

If Yes, where? _____

Why? _____

14. Bank Account Information:

The Organization's General and Lottery trust accounts (if open at this time) (NOTE: It will be required at the time of application).

General Account:

Name of Financial Institution: _____

Address of Financial Institution: _____
Number Street City Province Postal Code

Account # _____

Lottery Trust Account:

Name of Financial Institution: _____

Address of Financial Institution: _____
Number Street City Province Postal Code

Account # _____

We the undersigned, declare that all information provided in and with this application is factual and correct.

Print name of Principal Officer

Print name of Principal Officer

Signature of Principal Officer

Signature of Principal Officer

Title

Title

Date: _____

Date: _____

Please provide the name and contact information for the designated member of the organization who will be responsible for keeping and maintaining records of all financial transactions pertaining to the licensed lottery activities. This person will also be the main contact person for any questions relating to this application.

1. Name: _____
(please print)

Address: _____
Number Road Name City Province Postal Code

Phone Number: _____

Email: _____

When submitting this Charitable Eligibility Application, please ensure that it is signed by two (2) principal officers of the applicant organization. When submitted for consideration, this application *must* be accompanied by the following documents: (you may use the attached list as a checklist)

REQUIRED DOCUMENTS TO BE PROVIDED WITH CHARITABLE ELIGIBILITY APPLICATION

- A copy of the Organization's Articles of Incorporation or Letters Patent and/or Constitution.

(Please note: if your Organization does not have Letters Patent or Incorporation Papers, your Constitution must contain the minimum requirements as established by the Alcohol and Gaming Commission of Ontario – refer to Minimum Requirements of a Constitution below)
- A copy of your Organization's by-laws bearing the signatures of two directing officers.
- A copy of the letter recognizing charitable status under the *Income Tax Act* from Canada Customs and Revenue Agency, if applicable.
- A copy of the most recent filing with Canada Customs and Revenue Agency, if applicable.
- A complete list of executives, indicating the title, name, address and phone number of each officer, indicating the effective period.
- A copy of the Organization's operating budget for the preceding and current year.
- A copy of the Organization's previous year's financial statement.
- Detailed information of the programs and/or services provided by the Organization and the costs associated to carry out those programs/services along with the amount of funds your organization wishes to raise.
- Information on the proposed use of lottery proceeds, which must be consistent with the primary objects and purposes of the Organization and of a charitable nature consistent with at least one of the four classifications of charitable purposes.
- Any other document that may be requested by the Lottery Licensing Officer.

MINIMUM REQUIREMENTS OF A CONSTITUTION

NOTE: For the purpose of proving eligibility as a charity, the constitution of an organization **must**, as a minimum, include the following:

- the organization's name;
- the organization's purpose;
- the organization's structure (i.e. president, secretary, treasurer);
- a clause stating that the organization shall be carried on without purpose of gain for its members;
- a statement that upon dissolution of the organization, any remaining funds will be given to a recognize charity;
- the effective date of the organization, and signature of at least three (3) of the organization's direction officers.

SPORTS ORGANIZATIONS

Gaming Proceeds may only be used to support amateur athletes under the age of 18 years. The licensee organization must be an association or club which governs numerous teams.

- Attach a listing of the number of players and the range of their ages.
- Sports Groups that have both junior (under the age of 18) as well as senior participants (18 years of age and over) **must submit separate budgets. The costs to deliver the youth program must be clearly isolated from the adult program.**