



Lottery Licensing Division
Main Floor, City Hall
500 Donald St East
Thunder Bay On P7E 5V3

CITY CLERKS DEPARTMENT

Tel: (807) 625-2546
Fax: (807) 625-2233

APPLICATION FOR LOTTERY LICENSING ELIGIBILITY

This application must be completed and forwarded to the Lottery Licensing Department

1. Name of Organization: _____

2. Official Address: _____

3. Does the organization have a place of business in Ontario? If so where?

Address *City* *Province* *Postal Code*

4. How long has the Organization been in operation? _____
Fiscal Year End _____

5. Which of the four classification of charitable objects does the primary purposes of the organization match?

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

What are your 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?

7. Is the charitable benefit to be achieved by the applicant denied to any segment of the community of Thunder Bay?

8. Does a large portion or percentage of the community of Thunder Bay, as a whole, benefit by the fund raising of the applicant?

9. Is the applicant properly organized such that it is separate from any other organization? (e.g. legally, financially, organizationally)

10. Has the applicant been in operation for at least one (1) year and have a proven charitable mandate? _____

11. Is the organization registered with Revenue Canada as a Charitable Organization?

Registration No: _____ Date issued: _____

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

Yes ____ No ____ If Yes Incorporation # _____

Is the organization presently licensed by any other Municipality in Ontario? ____

If so, which municipality?

13. Describe your organizations aims and objectives.

REQUIRED DOCUMENTS TO BE SUBMITTED WITH CHARITABLE APPLICATION

- If applicable to your organization a copy of Letters Patent (Incorporation Papers).

(Please note: if your Organization does not have Letters Patent, 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 organizations constitution or by-laws bearing the signature of three directing officers.
- A copy of the most recent filing with Canada Customs and Revenue Agency.
- A complete list of executives, indicating the title, name, address and telephone number of each and indicate the effective period.
- A copy of the operating budget and financial statements for the preceding and coming years.
- Detailed information of the programs and/or services provided by your organization and the costs associated to carry out those programs/services along with the amount of funds your organization wishes to raise.

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 recognized charity;
- the effective date of the organization, and signature of at least three (3) of the organizations directing 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.