

## What You Need to Know

Eligible charitable, religious and non-profit organizations may be licensed to conduct lotteries. An individual is not eligible for a lottery licence.

If your organization has not been licensed by the City in the past 2 years, you must apply for an eligibility review before applying for a lottery licence.

The City licenses lottery events at a bazaar where one or any combination of the following are held:

- Raffle with prizes up to \$50,000
- Bingo with prizes up to \$5,500
- A maximum three Wheel of Fortune with a \$2 bet
- Penny auction raffle

For any other combination contact the Alcohol and Gaming Commission of Ontario at 416-326-8700 or visit [www.agco.on.ca](http://www.agco.on.ca)

## Instructions

1. Review the Bazaar Licence Terms and Conditions

2. Submit to Gaming Services:

- Completed Application to Manage and Conduct a Lottery Type Scheme at a Bazaar
- For a raffle - list of secured prizes and the retail value including taxes
- For a bingo - games schedule outlining:
  - Bingo games to be played
  - Winning arrangement of numbers for each game
  - Value of the prize of each game
  - Total value of all prizes for the bingo lottery
  - Price of bingo paper (if applicable)
- Lottery licensing fee
- Financial information (an organization must have a lottery trust account as a condition of a lottery licence)
  - Name and address of bank or financial institution
  - Trust account number
- Complete contact information on the back of this form and return with application

Incomplete application packages will be returned to the applicant.

Gaming Services will process your application and issue your licence, usually within 15 business days.

**Contact Person**

First name		Last name		
Address		Unit	City	Postal code
Phone	Cell phone		Fax	
Email				
Indicate how your organization would like to receive the lottery licence (check one):				
Pick up				
Mail				
Mailing address (if different from above)		Unit	City	Postal code

**Contact Us**

If you have any questions regarding your application, contact Gaming Services.

Address: Gaming Services  
City Hall, Floor 1 North  
100 Queen Street West  
Toronto, ON M5H 2N2

Telephone: 416-392-7037

E-mail: [lotterylicences@toronto.ca](mailto:lotterylicences@toronto.ca)

Website: [www.toronto.ca/lotterylicences](http://www.toronto.ca/lotterylicences)

Hours: Monday to Friday (except holidays)  
8:30 a.m. to 4:30 p.m.