

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 bingo in a commercial bingo hall or in a public place with prizes up to \$5,500.

For a bingo in a public place with prizes over \$5,500 you must contact the Alcohol and Gaming Commission of Ontario at 416-326-8700 or visit www.agco.on.ca

Instructions

1. Review the Bingo Licence Terms and Conditions
2. Submit to Gaming Services:
 - Completed Application to Manage and Conduct a Bingo Lottery
 - 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)
 - Name and address of the premises where the bingo lottery is being held
 - Start and end time for the bingo event
 - Rules of play – all bingo players must be **18 years of age or over**
 - 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

Incomplete application packages will be returned to the applicant.

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

Website: www.toronto.ca/lotterylicences

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