



RAFFLE LICENSE APPLICATION INFORMATION

The City Clerk's Department requires a sample of your ticket to be brought in along with the completed application for our files.

In accordance with **Section 4.3 of the Alcohol and Gaming Commission of Ontario, Raffle License terms and Conditions:**

- i) **The licensee shall have tickets printed in TWO PARTS which must contain the following information:**
 - a) the license number
 - b) the name of the licensee
 - c) the location(s), date(s) and time(s) of the draw(s)
 - d) a description including the nature, number and value of the prize(s) to be awarded
 - e) the price of each ticket
 - f) the number of the ticket
 - g) the total number of tickets printed

- ii) **The part retained by the organization (for draw or record purposes) must include:**
 - a) the number of the ticket
 - b) the license number
 - c) the name of the licensee
 - d) adequate space for the name, address and telephone number of the ticket purchaser

RAFFLE LICENSES:

You must give away at least 20% of the total possible ticket sales. This is the amount in #2 of the Application to Manage and Conduct a Raffle Lottery.

***You must ensure that the prizes listed to be given away have a total retail value equal to a minimum of 20%. i.e. total prize value \$200 = 1 - \$100 and 2 - \$50 gift cards OR a basket of bath products with proof of retail value of \$200.

Examples:

- a) If you are selling 1,000 tickets at \$1.00 each:
The prize value must be at least 20% of \$1,000.00
Therefore, the total prize value must be at least \$200.00.

- b) If you are selling 1,000 tickets at \$2.00 each or 3 for \$5.00:
The 20% is based on the maximum value of tickets printed (\$2000.00)
Therefore, the total prize value must be at least \$400.00.

- c) If you are selling 1,000 tickets at \$5.00 each:
The prize value must be at least 20% of \$5,000.00
Therefore, the total prize value must be at least \$1,000.00.

License fee is 3% of the total value of all the prizes.

Minimum License Fee is \$15.00. If the total prize value is \$500.00 or less the license fee is \$15.00.

Examples:

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|---|---|
| a) Total value of all prizes = \$1,000.00
License fee is \$30.00 | b) Total value of all prizes = \$250.00
License fee is \$15.00 |
| c) Total value of all prizes = \$647.00
License fee is \$19.41 | d) Total value of all prizes = \$1,700.00
License fee is \$51.00 |

After the completed application, sample ticket and payment are received, the license will be issued within one week provided there are no overdue lottery reports outstanding with the organization.

**Applications must be signed by two (2) bona fide members of the current executive and a third party witness' the 2 signatures.