To be used where the prize value does not exceed $5,000.00

Licence No.

Justice and Public Safety
Financial and Consumer Services

P.O. Box 2000, Charlottetown, PE ClA 7N8
Tel: (902) 368-4550 or 1-800-658-1799
Email: lotteries@gov.pe.ca

LOTTERY SCHEME LICENCE

See reverse for Terms and Conditions

The applicant must be a charitable or religious organization and the money raised must be used for a charitable or religious object or purpose.

1. Organization Name:

   _____

2. Name of the **contact person**:

   _____

3. **Mailing Address including Postal Code**

   _____

   _____

4. **Email address and Daytime Telephone #**

   _____

5. Choose the option that best describes the organization's objects or purposes: (See Reverse for information):
   - ☐ Relief of poverty ☐ Education services ☐ Advancement of religion
   - ☐ Other purposes beneficial to the community (provide detail): _____

6. Describe the purpose of the lottery and what the proceeds will be used for (provide detail): _____

   _____

7. Licence is required for:
   - ☐ 50/50 Ticket Price$: _____
   - ☐ Prize Raffle or Cash Lottery Ticket Price$: _____ MAXIMUM Number of tickets to be sold _____

8. **PRIZE INFORMATION (Attach list of any additional prizes)**

Prize No.	Prize Description	Retail Value
1st		
2nd		
3rd		
	Total Prize Value:	

9. Location of Ticket Sales: _____(**Tickets can only be sold on PEI**) and include website address (if applicable) _____
10. Location of Draw or Event: _____(**Must be held in a public place**)
11. Date of Draw/Event:_____/_____/_____ **Licence will expire on this date.**
    DD MM YYYY

I certify on behalf of the organization that all the facts stated are true and correct.

_____ _____
Date *Signature*

Issued by: _____ At:_____

White – Consumer Services Yellow – Customer Pink – Access PEI

See Reverse for Terms and Conditions…

TERMS AND CONDITIONS

1. **Eligibility:** To be eligible for a licence, the applicant must be a charitable or religious organization, and the lottery proceeds must be used for charitable or religious objects or purposes. Individuals, for-profit businesses and government are not eligible. A charitable or religious organization is a non-profit organization that performs services in furtherance of charitable or religious objects or purposes, such as:

   - the relief of poverty of consequences of poverty,
   - education services, including the advancement of literacy,
   - the advancement of religious or societal values, or
   - other purposes beneficial to the community (*See Government of PEI website below for examples*).

2. **Requirements:** Lotteries must be conducted and managed in accordance with the manner described in the application as approved. Licencees must also comply with the *Charitable Lotteries Act*, R.S.P.E.I. 1988, Cap. C-3.2, the Charitable Lotteries Regulations and any term or condition imposed on the licence. For reference purposes, requirements include:

   (a) The type of lottery, use of proceeds, prizes and rules of play must be approved in the licence application.

   (b) On request, the licencee must provide a player with a description of the lottery, the rules of play and the total value of the prizes.

   (c) The use of electronic/online components to for a lottery requires approval from the Registrar.

   (d) A licencee must not allow any person under 19 years of age to participate as a player in a lottery.

   (e) Lottery tickets may only be sold on PEI.

   (f) Advertisements respecting the lottery must state the licence number.

   (g) All prizes must be awarded as advertised and approved by the expiration date of the licence.

   (h) Liquor/alcohol or cannabis products are not permitted as prizes (except gift cards for products from PEI Liquor Control Commission or PEI Cannabis Management Corporation are permitted).

   (i) Proceeds of lotteries must only be spent on the purposes approved in the licence application.

   (j) Proceeds from lotteries must be kept separate from all other funds with separate records maintained.

   (k) Records and documents that relate to the conduct and management of the lottery, including receipts verifying expenses and the use of proceeds, must be retained for a period of three (3) years after the expiration of the licence. The Registrar may require a licencee to make records available on request.

   (l) The Registrar may require an audit by an independent auditor in respect of any licence.

   (m) Any proposed changes or amendments must be requested in writing to the Registrar.

   (n) No licence period shall exceed one (1) year.

3. **Revocation:** A lottery licence may be revoked if the licensee fails to comply with the *Charitable Lotteries Act*, the Charitable Lotteries Regulations, or any term or condition imposed on the licence.

4. **Offence:** It is an offence under the *Charitable Lotteries Act* and the Criminal Code of Canada to conduct a lottery scheme without a valid licence.

5. For more information, please contact ***lotteries@gov.pe.ca*** or see the Government of PEI website: ***www.PrinceEdwardIsland.ca/en/information/justice-and-public-safety/lottery-license-or-lottery-scheme-license***

Privacy Notice - Personal information on this form is collected under *Section 5* of the *Charitable Lotteries Act* as it relates directly to and is necessary for an application to conduct a lottery scheme. If you have any questions about this collection of personal information you may contact Financial and Consumer Services, Prince Edward Island Department of Justice and Public Safety, (902) 368-4550.