

## REQUESTING APPROVAL FOR DONATIONS OF GAMING PROCEEDS

**Please note: All donations, regardless of amount, must only be made for eligible purposes and be accounted for on the group's gaming financial report.**

Donation Type	Written Request for Approval	Recipient Agreement	Statutory Declaration
Within Alberta \$5,000 or Less Annually	<ul style="list-style-type: none"> <li>• not required</li> <li>• the donor group must retain a written request from the recipient group</li> <li>• written requests are not submitted to the AGLC unless requested</li> </ul>	not required	not required
Within Alberta in Excess of \$5,000 Annually	<p style="text-align: center;"><i>Request to Amend Use of Gaming Proceeds</i> form is available</p> <p style="text-align: center;"><b>or</b></p> <p>Provide a written request which must include the:</p> <ul style="list-style-type: none"> <li>• name and address of the intended recipient group</li> <li>• amount of the donation</li> <li>• purpose for which the donation will be used, and</li> <li>• two current executive signatures</li> </ul>	<i>Recipient Agreement</i> form is required	<i>Statutory Declaration</i> form is required
Donations Outside of Alberta but Within Canada \$5,000 or Less Annually	not required	not required	not required
Donations Outside of Alberta but Within Canada in Excess of \$5,000 Annually	<i>Request to Donate Proceeds Outside of Alberta But Within Canada</i> form is required	<i>Recipient Agreement</i> form is required	<i>Statutory Declaration</i> form is required
Donations Outside of Canada \$1,000 or Less Annually	not required	not required	not required
Donations Outside of Canada in Excess of \$1,000 Annually	<i>Request to Donate Proceeds Outside of Canada</i> form is required	<i>Recipient Agreement</i> form is required	<i>Statutory Declaration</i> form is required

The Recipient Agreement form must be signed by one executive member of the recipient group stating it will:

- maintain a record of donations showing the date, amount, and source of donated funds received as well as the date, amount, and purpose of donated funds; and
- allow the AGLC access to all records, including those at any financial institution, and to make copies of such records and/or remove them for further examination.

The Statutory Declaration form must be sworn by one executive member of the donor group before a Commissioner for Oaths confirming it will not:

- directly or indirectly receive funds, goods, services or any other item of value from the recipient group or intermediary in return for a donation of gaming proceeds.