

A licensed group may choose to implement a credit system for its volunteers at a licensed gaming event. Charitable Gaming Policies Handbook 5.23.

The volunteers may receive credits to help offset the cost of registration, membership, competition fees, affiliation or insurance fees to tournaments or competitions, and/or travel expenses for an approved charitable program conducted by the licensed group.

To be eligible, volunteer credits:

- Must not be redeemable for cash
- Must not be used for social or recreational purposes
- Transfers must be made from one gaming account to another gaming account
- Must not exceed 10% of the total gaming proceeds received from gaming events (excluding bingo licences)
- Must not exceed \$75 per volunteer per event for bingo licences

Groups cannot make it compulsory to volunteer at gaming events and all volunteers must be given equal opportunity to earn credits by volunteering at gaming events.

Volunteers may transfer the credits they have earned to:

- Other members of the licensed group
- Individuals who are beneficiaries of the group's programs (e.g. amateur athlete participating in a structured and developmental sport)
- Another AGLC licensed group.

The group issuing the credits must maintain records of the credits. The records are subject to review by AGLC, and must include a ledger of the following information:

- The names of the volunteers earning the credits
- Whether the volunteer is a member or non-member of the licensed group
- The dates the credits were earned
- The credit and cash value of the credits
- The date the credits were issued, redeemed or transferred
- The purpose for which the credits were redeemed (if applicable)
- The name of the payee to whom the cheque was written

Groups transferring credits to other licensees, must issue a volunteer credit receipt as a means of exchange. The volunteer credit receipt must include the following:

For the group providing the credits/issuing the volunteer credit receipt:

- Name of the licensed group
- Serial number
- Date of issuance
- Credit and cash value of the volunteer credit receipt
- Name and phone number of the person the volunteer credit was issued to
- Whether the volunteer is a member or non-member of the licensed group issuing the credit receipt
- Expiry date (not to exceed one year from date of issuance)
- Authorizing signature, verifying correct information
- Name of licensed group receiving or redeeming the credits

For the group receiving the volunteer credits:

- The redemption date
- The redemption purpose
- Authorizing signature, verifying correct information
- The name and account number of the gaming account where the payment was deposited

Prior written approval from AGLC is not required to issue/redeem or transfer credits. Transfers of \$5,000 or more require prior AGLC approval.

A volunteer credit system is not an eligible charitable program.