

This application must be completed when a charity intends to use an electronic raffle system (ERS) in the conduct of a raffle event. Additional information about Electronic Raffle Systems can be found in the Raffle Terms & Conditions at aglc.ca.

Charities may use an ERS to:

- Sell and provide a ticket(s) to the purchaser
- Select a prize winner(s)

Only a gaming supplier registered with AGLC may provide an approved ERS to the charity for its raffle(s).

A charity may develop its own ERS, which an accredited testing facility (ATF) registered with AGLC, must certify. AGLC must approve use of the ERS after receiving the certificate. The ERS must comply with the Electronic Raffle Standards Document (ERSD) and have AGLC approval prior to use. Please contact AGLC for additional information.

Organization Name: _____ AGLC ID#: _____
 Name of Raffle Event: _____

PART 1 – THE ELECTRONIC RAFFLE SYSTEM

Type of raffle (check one): Traditional raffle Bearer ticket (percentage draws such as a 50-50)

Indicate which features the charity plans to offer:

<input type="checkbox"/> Ticket ordering
<input type="checkbox"/> Selling tickets using a RSU (bearer ticket only)
<input type="checkbox"/> Online bearer ticket sales and distribution
<input type="checkbox"/> Ticket distribution (email, downloadable PDF etc.)
<input type="checkbox"/> Random Number Generator (RNG)

If any features in the grey area are selected, please complete the remainder of this form. For online ticket ordering only, please refer to Section 2.5 Raffle Terms & Conditions for requirements.

PART 2 – ERS SUPPLIER

Provide the name of the registered gaming supplier from which the charity intends to borrow, lease, or purchase an ERS to conduct a raffle event. If the charity intends to use its own ERS, provide the charity's name.

Registered gaming supplier: _____

Provide a copy of the registered gaming supplier service agreement with this application.

PART 3 – SERVER ACCESS

The charity is responsible to ensure the security of the ERS server. With prior AGLC approval, the supplier may provide the server through a data center.

• Server location	<input type="checkbox"/> if on-site, provide address:

	Address _____ City/Town _____
or	<input type="checkbox"/> online – remote data center
• Who has access to the server (list names)?	_____

• How will access to the server be controlled?	_____

PART 4 – ERS ADMINISTRATOR

The charity must assign an administrator(s) to oversee ERS operations. All ERS administrator(s) must have a level of expertise and training in the operation of the ERS hardware and software, such as event set-up, report generation, troubleshooting etc. An ERS administrator must be present throughout the raffle event, including the draw(s).

A paid ERS administrator must hold a valid raffle worker registration with AGLC. The application may be found at aglc.ca.

Where the Total Ticket Value (TTV) requested is \$100,000 or more, volunteer ERS administrators must provide a current, original criminal background check from a local police or RCMP detachment dated within the last three months. AGLC will not accept photocopies, scans, faxes, or third-party criminal records checks. Submit the criminal records check with application.

It is recommended that a charity assign more than one ERS administrator.

ERS administrator's name:	_____
Contact information:	Cell number _____ Alternate _____
Member of the charity?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Paid Position:	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, Raffle Worker Registration #: _____
Is the gaming supplier/Raffle Ticket Manager supplying the administrator?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Criminal Record Check required for \$100,000 TTV or greater (not required for registered raffle workers)?	<input type="checkbox"/> Yes <input type="checkbox"/> No

ERS administrator's name:	_____
Contact information:	Cell number _____ Alternate _____
Member of the charity?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Paid Position:	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, Raffle Worker Registration #: _____
Is the gaming supplier/Raffle Ticket Manager supplying the administrator?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Criminal Record Check required for \$100,000 TTV or greater (not required for registered raffle workers)?	<input type="checkbox"/> Yes <input type="checkbox"/> No

ERS administrator's name: _____
Contact information: *Cell number* _____ *Alternate* _____
Member of the charity? Yes No
Paid Position: Yes No If yes, Raffle Worker Registration #: _____
Is the gaming supplier/Raffle Ticket Manager supplying the administrator? Yes No
Criminal Record Check required for \$100,000 TTV or greater (not required for registered raffle workers)? Yes No

ERS administrator's name: _____
Contact information: *Cell number* _____ *Alternate* _____
Member of the charity? Yes No
Paid Position: Yes No If yes, Raffle Worker Registration #: _____
Is the gaming supplier/Raffle Ticket Manager supplying the administrator? Yes No
Criminal Record Check required for \$100,000 TTV or greater (not required for registered raffle workers)? Yes No

ERS administrator's name: _____
Contact information: *Cell number* _____ *Alternate* _____
Member of the charity? Yes No
Paid Position: Yes No If yes, Raffle Worker Registration #: _____
Is the gaming supplier/Raffle Ticket Manager supplying the administrator? Yes No
Criminal Record Check required for \$100,000 TTV or greater (not required for registered raffle workers)? Yes No

ERS administrator's name: _____
Contact information: *Cell number* _____ *Alternate* _____
Member of the charity? Yes No
Paid Position: Yes No If yes, Raffle Worker Registration #: _____
Is the gaming supplier/Raffle Ticket Manager supplying the administrator? Yes No
Criminal Record Check required for \$100,000 TTV or greater (not required for registered raffle workers)? Yes No

ERS administrator's name: _____
Contact information: *Cell number* _____ *Alternate* _____
Member of the charity? Yes No
Paid Position: Yes No If yes, Raffle Worker Registration #: _____
Is the gaming supplier/Raffle Ticket Manager supplying the administrator? Yes No
Criminal Record Check required for \$100,000 TTV or greater (not required for registered raffle workers)? Yes No