

## Bazaar Lottery Information Package

### What is a Bazaar Lottery?

A Bazaar is an event where any combination of the following lotteries may be conducted:

- (a) a raffle not exceeding \$500.00 in prizes;
- (b) a bingo not exceeding \$500.00 in prizes; and
- (c) a maximum three wheels of fortune with a maximum \$2.00 bet.

### Enclosures:

- Quick Guide to Lottery Licence Application
- An application to manage and conduct a Bazaar Lottery
- Township of Scugog questionnaire form
- Bazaar Lottery Licence Terms & Conditions

### Licence Application Checklist

These items must be enclosed with each **Licence Application** form. (**Do not** send separately):

- Licence fee**  
3% of prizes for a bingo  
3% of prizes for a raffle  
\$10 per wheel of fortune per day  
(cheque payable to the Township of Scugog)
- Completed questionnaire
- Completed application form
- Copy of preceding and current operating budget, which includes all sources of revenues and expenses
- Copy of proposed lottery budget
- A complete list and value of the prizes to be awarded for each game
- Confirmation of prize donations or purchases

- A detailed description of the manner in which the winner will be determined for each game
- Sample ticket, if applicable
- Bingo program, if applicable
- First-time applicants must enclose copies of :
  - Governing Documents  
Constitution and/or by-laws, letters patent, charter, trust deed, memorandum of association, signed as required
  - Detailed Outline of programs/services  
What they are, how delivered to clients, specific costs, supporting materials, etc.
- Organization's current operating budget
- Organization's verified financial statements for last fiscal year
- List of Board of directors
- Latest report to the Public Guardian and Trustee, if applicable
- Revenue Canada notification of registration letter  
If your organization is registered;
- Membership list, if applicable;
- Organization's Annual Report, if applicable.