

## 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.**