



THE CORPORATION OF THE TOWNSHIP OF MATACHEWAN

Eligibility Requirements that must be satisfied in order to be considered for a lottery licence within the Township of Matachewan.

Each Group will have a minimum of two (2) files kept at the Township Office. They include:

1. A Core Eligibility File which must be updated annually, and
2. A Lottery Licence File

1. The Core Eligibility File Requirements

Any group applying for lottery licencing must provide the following:

- Constituting documents, including by-laws
- Detailed program descriptions
- Previous financial statements and current budget
- Current listing of Board of Directors
- Details of proposed use of lottery proceeds
- Any other documentation that would assist in determining eligibility (Canada Customs and Revenue Agency Registration)
- A completed eligibility and use of lottery proceeds check-list (see reverse)
- Charter from main organization setting up local chapter
- Any changes/updates to constitution, board, etc.
- Address for service (Physical Address)

2. The Lottery Licence File Requirements

- All previous lottery licences issued to organization
- All reporting documentation required by the Alcohol and Gaming Commission of Ontario (AGCO), financial statements, etc.
- Any other documentation, which may attach special conditions on licences, licencees, venues for the distribution and sale of lottery products, etc.

Minimum Constitution Requirements

- Organization's Name
- Objects and Purposes
- Clause stating that the organization shall be carried on with purpose of gain for its members & any profits or other accretions to the organization shall be used solely to promote its purposes. (Not for Profit Clause)
- Organization's Structure
- A provision that explains how the organization will replace its officers and directors.
- The signatures of at least three (3) of the organization's current officers, and:
- A clause that provides for the distribution of the property of the organization at windup to charitable organizations, which carry on their work for the benefit of residents of Ontario that would also be eligible for charitable gaming licences.
- Any trust agreements

Eligibility For Lottery Licencing

- In order to be eligible to receive a lottery licence, an organization must prove to the municipality that they are an eligible charitable organization, a non-profit organization with charitable purposes or objects or a religious organization that provides charitable programs and services for a public benefit to the residents of Ontario.
- They must be in existence and have a history of providing services for at least a year.
- Lottery proceeds may not be used as start-up funds for any organization.
- Must be legally, organizationally & financially separate from other organizations.

P.O. Box 177, Matachewan, ON P0K 1M0

**township@ntl.sympatico.ca
www.matachewan.com**

**Phone: 705-565-2274
Fax: 705-565-2564**