

- Team fundraising through gaming activities must be approved, in advance, by the LMHA Fundraising Coordinator.
- Typical gaming activities undertaken by LMHA teams, include:
  - 50/50 draws at home games (one time only or throughout the season)
  - Raffle ticket sales
  - Bingos (through other groups such as Leduc Elks Club)
- A Gaming License is required for ALL gaming activities except for Bingos through another group. *(In these cases, the other group has obtained the gaming license and the LMHA team is only providing workers to sell tickets on the floor at the bingo. Although the LMHA team is not responsible for obtaining the gaming license, Use of Proceeds rules and internal financial tracking requirements are the same.)*
- Gaming Licenses can be obtained through the LMHA Fundraising Coordinator.
- The Gaming License application will require:
  - A description of the gaming activity
  - A list of the dates, times and locations of all draws
  - The cost of the individual tickets
  - The color of the tickets to be used
  - The number of tickets available to be sold at each event
  - The percentage of prize distribution (50% for a 50/50) OR value of the prize(s) being awarded
  - Estimated expenses for operating the draws (cost of buying rolls of tickets, advertising, etc)
- A Financial Report will need to be filed to report on how much money was received, how much was paid out to winners and how much was spent in expenses. This report must be reviewed by the LMHA Treasurer before being submitted to AGLC.
- Funds received through gaming have restrictions on their use. See the chart below for lists of what is or is not approved an expenditure (if in doubt, please contact the Fundraising Coordinator for specifics):

#### **Gaming funds CAN be used for...**

- Tournament entry fees
- Ice rental fees
- Referee / Officials fees
- Team Meals during AWAY tournaments ONLY
- Team training with approved providers
- Player Achievement Awards
- Equipment that will remain the property of LMHA

#### **Gaming funds CANNOT be used for...**

- Team Wear
- Team social events of any kind
- Coach / Team Staff Appreciation
- Volunteer Appreciation

**Any Gaming Funds spent before the final Financial Report is filed with AGLC will have to be paid back by the team if AGLC disputes the expenditure so Team Managers and Division Directors are encouraged to be absolutely sure that gaming funds are spent appropriately.**

#### Supporting documents to review for more information:

- **LMHA Regulations & Policies** (see LMHA website)
- **AGLC Raffle Terms & Conditions for total tickets \$10,000 or less** (will be provided by AGLC with each approved gaming license)
- **AGLC Approved Use of Proceeds** for LMHA Account (available through LMHA Fundraising Coordinator)
- **Sample Team General Ledger** for Financial Reporting (see LMHA website or contact LMHA Treasurer)