

Gaming License Application Process

1. New Applicant

- Name it after your team and year
- Example: CMHA U11 A3 2021-22
- Please do not use another organization or Chilliwack Minor Hockey Association or you will be responsible for any previous teams not following the rules and process properly.
- Enter the Rink address or your own and click “Add”
- You do not need to fill in “Organization Details” section
- Program – select Youth Sports – click “Add”

The screenshot shows a web browser window with the URL <https://www.gaming.gov.bc.ca/gaming/organization/OrganizationDetails.do>. The browser tabs include 'Inbox (10)', 'Outstandi', 'Payment', 'CIBC', 'gaming c', and 'Organiza'. The browser's address bar shows the URL. The page has a sidebar with a 'Contact Us' link. The main content area is divided into several sections:

- Name:** A text input field containing 'CMHA Female Tournament'. A note above the field states: 'The organization's name should be as it appears on your constitution and/or certificate of incorporation (if applicable).'
- Addresses:** A section with instructions: 'When entering a row you must enter the Address Type, Effective Date, Street, City, Province, Country, and Postal Code. To enter the record click Add. For Returning Users: if you see something that is incorrect, enter the correct information in the Organization Information Changes section below.' It contains a form with fields for Address Type (dropdown), Effective Date (calendar), Unit (text), Street (text), City (dropdown), Province/State (dropdown with 'British Columbia' selected), Country (dropdown with 'Canada' selected), and Postal / Zip Code (text). There are 'Add', 'Delete', and 'Cancel' buttons. Below the form is a table with one row:

| Address Type | Effective Date | Address |
|--------------|----------------|--|
| Physical | 14-Oct-2021 | 5725 Tyson Road, Chilliwack, BC, Canada, V2R 3R6 |

 with an 'Edit' button.
- Organization Details:** A section with instructions: 'If your organization is a registered society in BC please enter the BC Society Number. For Returning Users: if you see something that is incorrect, enter the correct information in the Organization Information Changes section below.' It contains fields for BC Society Number (text), CRA Registered Charity Number (text with 'RR00' placeholder), On what date did your organization start operating (approximate)? (calendar), and Fiscal Year End (Month and Day dropdowns).
- Programs/Services or Purpose:** A section with instructions: 'When entering a row you must choose a Program/Service Type. If you choose 'Other' you must enter a description. To enter the record click Add. For Returning Users: if you see something that is incorrect, enter the correct information in the Organization Information Changes section below.' It contains a form with fields for Program/Service or Purpose (dropdown) and Other Description (text). There are 'Add', 'Delete', and 'Cancel' buttons. Below the form is a table with one row:

| Program/Service or Purpose | Other Description |
|----------------------------|-------------------|
| Youth - Sports | |

 with an 'Edit' button.

2. Select “License”

For the best experience, use the Gaming Online Service with the latest version of Chrome.

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Online Service

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Online Service » Application Selection

Gaming Policy and Enforcement Branch
Gaming Online Service (GOS)

Application Selection [Help](#)

All fields with an asterisk (*) must be completed.

Application Type
* Please select an Application Type

☐ Grant Click here to apply to the Community Gaming Grant Program including Capital Project Grants and PAC/DPAC Grants.

☒ Licence Gaming Event Licences to manage and conduct Ticket Raffles, Bingos, Social Occasion Casinos, Wheels of Fortune, No Limit Texas Hold'em Poker, Limited Casinos, and Special Approvals (Fairs and Exhibitions, request to use gaming revenue for out-of-province travel and major capital projects).

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3. Select “Class D”

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Online Service » Licence Type Selection

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Licence Type Selection [Help](#)

All fields with an asterisk (*) must be completed.

Licence Types
Application processing times differ for each licence type. Estimated application processing times are available in the [Guidelines](#) for each licence type.

* Please Select a Licence Type

☐ Class A A Class A licence may be issued to an eligible organization for a gaming event or series of gaming events that will generate more than \$20,000 in total projected sales. Each application for a Class A licence must be accompanied by a non-refundable \$50 processing fee.

☐ Class B A Class B licence may be issued to an eligible organization for a gaming event or series of gaming events that will generate \$20,000 or less in total projected sales. Each application for a Class B licence must be accompanied by a \$25 non-refundable processing fee.

☐ Class C A Class C licence may be issued to an eligible agricultural fair or exhibition, which must be conducted in conjunction with an approved fair or exhibition. Each application for a Class C licence must be accompanied by a non-refundable processing fee based on the following fee structure:
- For a ticket raffle: \$150
- For a bingo: \$150
- For wheels of fortune and limited casino: \$25 for each operator supplying equipment or gaming tables, plus \$150 for the first wheel or table and \$50 each additional wheel or table

☒ Class D A Class D licence may be issued for a gaming event or series of gaming events that will generate \$5,000 or less in total projected sales. Each application for a Class D licence must be accompanied by a \$10 non-refundable processing fee. Note: payment can only be made using a credit card, and must be paid during the process of submitting this application.

☐ Special Approvals Approval request forms (includes Fairs and Exhibitions, request to use gaming revenue for out-of-province travel and major capital projects).

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4. Select “Ticket Raffle”

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Online Service » Event Selection

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Gaming Policy and Enforcement Branch

Gaming Online Service (GOS)

Event Selection

Help

All fields with an asterisk (*) must be completed.

Event Types

Application processing times differ for each licence type. Estimated application processing times are available in the [Guidelines](#) for each licence type.

Please select an Event Type

☒ Ticket Raffle

Tickets are sold on a chance to win a prize, usually through a draw.

☐ Bingo

Held in a community facility rather than a commercial bingo hall.

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5. Select “raffle Type”

a. Raffle basket or Prize – Regular Raffle

b. 50/50 – Percentage Draw

The screenshot shows a web browser window with the URL <https://www.gaming.gov.bc.ca/gaming/licence/EventSelection.do>. The page is titled "Raffle Type Selection" and is part of the "Gaming Policy and Enforcement Branch" online service. A left sidebar contains navigation links for "Pre-Application Information for Gaming Grants", "Pre-Application Information for Gambling Event Licences", "Business BCeID Information and Registration", and "Contact Us". The main content area displays a list of raffle types with "Regular Ticket" selected. Below the list, there are "Back" and "Next" buttons.

| Raffle Types | |
|--|---|
| * Please select a Raffle Type: | |
| <input checked="" type="radio"/> Regular Ticket | Ticket sales and awarding of prizes must take place within a 6 month period. Prizes may be cash or merchandise, must be a set value and be secured at the time of application. |
| <input type="radio"/> Percentage Draw (50/50) | Prize is a percentage of gross sales. A series of draws may be licensed for a 12 month period at a single location. |
| <input type="radio"/> Meat Draw | Tickets sales and awarding of prize takes place on a single day. Prizes are packages of meat. More than one draw may be conducted on a single day. A series of draws may be licensed for a 12 month period at a single location. |
| <input type="radio"/> Token | Based on a regular raffle. Winner is determined by an object or token, e.g. Duck Race, Golf Ball Drop, Poker Ride. |
| <input type="radio"/> Calendar | Based on a regular raffle. Can use sequentially numbered tickets or calendars numbered as tickets. Ticket sales must take place within a 6 month period. Prize winners are announced on designated days within a 12 month period. |
| <input type="radio"/> Annual - Regular Series | A series of regular raffles held within a 12 month period. All dates and prizes must be in place at time of application. Ticket prices between each raffle cannot vary by more than \$10.00. See Guidelines Section 3.4. |
| <input type="radio"/> One Day - Regular Series | Multiple raffles conducted on a single day. Each raffle has separate ticket sales, draws and awarding of prizes. Ticket prices between each raffle cannot vary by more than \$10.00. See Guidelines Section 3.4. |
| <input type="radio"/> Event Pool - Misc. | Based on a regular raffle. Each ticket includes a projected result of an upcoming event, e.g. New Years Baby, Cow Pie Raffle. |
| <input type="radio"/> Sport Pool / Players Draft | Based on a regular raffle, using the projected results within a series of sporting events, e.g. game scores, team wins or player points. Cannot be based on the outcome of a single sporting event. Tickets sales cannot exceed 6 months. Awarding of prizes must take place within 12 months. See Standard Procedures Section 4. |

6. Enter Ticket info and prize values

Pre-Application Information for Gaming Grants

Pre-Application Information for Gaming Event Licenses

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Gaming Online Service (GOS)

Regular Ticket Raffle

Help

All fields with an asterisk (*) must be completed.

Ticket Details

* Ticket sale start date:

11-Nov-2021

* Ticket sale end date:

13-Nov-2021

Ticket Prices

When entering a row you must enter the Ticket Price and Total Number of Tickets. A separate entry is required for each price category, including discounted tickets. For example,

- The Ticket Price may be 1 for \$2.00 and the total number of tickets is 500. Then click Add.
- The Ticket Price for another may be 5 for \$10.00 and the total number of tickets is 500. Then click Add.
- Ticket sales by arm's length are not permitted.

* Ticket Price (eg: 2 for \$3.00)

* Total Number of Tickets:

for \$

Add

Delete

Cancel

| Ticket Price (eg: 2 for \$3.00) | Total Number of Tickets: | Total Ticket Sales | |
|---------------------------------|--------------------------|--------------------|-----------------|
| 3 for \$5 | 600 | \$1000 | <div>Edit</div> |
| 7 for \$10 | 350 | \$500 | <div>Edit</div> |
| 15 for \$20 | 1500 | \$2000 | <div>Edit</div> |
| Total Projected Sales | | \$3500 | |

Early Bird Draw Details

When entering a row you must enter the Early Bird Draw Date, Early Bird Draw Time, along with the Location Name and/or specific address where the draw will be held. To enter the row click Add.

Early Bird Draw Date:

AM

Enter Location Name and/or Address information

Draw Location Name:

Unit:

Street:

City:

Province/State:

British Columbia

Country:

Canada

Postal / Zip Code:

Add

Delete

Cancel

Early Bird Draw Date

Early Bird Draw Date

Final Draw Details

* Final Draw Date:

13-Nov-2021 07:00 PM

* Enter Location Name and/or Address information. (For multiple single day raffles enter this information on the first event and enter "same location" in the "Location" field for all subsequent events.)

Location Name:

Sardis Sports Complex

Unit:

5725 Tys

Street:

5725

City:

Chilliwack

Province/State:

British Columbia

Country:

Canada

Postal / Zip Code:

V2R 3R6

Raffle Prize

* How will you be providing a description and value of your prize(s) to the Gaming Branch?

Online Entry

Attach

Enter Prize Information

*When entering a row you must enter the Prize Description, Number of Prizes, and Prize Value. (The "prize donated" checkbox is an optional field, select it if the prize is being donated.) To enter the record click Add.

| Prize Description: | Is this prize donated? | Number of Prizes: | Prize Value: | |
|--------------------|--------------------------|-------------------|--------------|--|
| | <input type="checkbox"/> | | | <div>Add</div> <div>Delete</div> <div>Cancel</div> |

| Prize Description | Donated | Number of Prizes | Prize Value | Total | |
|---------------------------|--------------------------|------------------|-------------|-------|-----------------|
| Raffle Basket | <input type="checkbox"/> | 1 | \$200 | \$200 | <div>Edit</div> |
| Raffle Basket | <input type="checkbox"/> | 1 | \$200 | \$200 | <div>Edit</div> |
| Raffle Basket | <input type="checkbox"/> | 1 | \$200 | \$200 | <div>Edit</div> |
| Total Value of all Prizes | | | | \$600 | |

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7. Enter description of what the proceeds will be used for

Microsoft Teams Google Chilliwack Minor H... RAMP InterActive R... BC Hockey Clinics Hockey Canada Re... CIBC

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Online Service » Net Use Of Proceeds

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Gaming Online Service (GOS)

Net Use Of Proceeds

Help

All fields with an asterisk (*) must be completed.

Use of Proceeds Details
* Please describe in detail how you intend to use the proceeds generated from this Gaming Licence:
The proceeds will be used for youth players participating in a Fun hockey Tournament. Proceeds will go directly to expenses relating to the tournament such as ice, refs, and player giveaways

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8. Enter Contact info – Need 3 – can use Association info or Coach and Manager info

Microsoft Teams Google Chilliwack Minor H... RAMP InterActive R... BC Hockey Clinics Hockey Canada Re... CIBC

Submission Information

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All fields with an asterisk (*) must be completed.

Officers Responsible
Each application requires a Contact Person, a Submitter and 2 or 3 Officers Responsible (e.g. 2 for A, B & C Licences and 3 for D Licences). Individuals can have multiple roles; simply select the checkboxes that apply when you are completing their information. If your projected sales exceed \$250,000 your Officers Responsible must be registered.
* Type
☐ Officer Responsible (board member of the organization who is responsible to ensure the organization complies with all conditions, guidelines, rules and policies of the Gaming Policy Enforcement Branch)
☐ Submitter (member of the organization authorized to complete and submit this application)
☐ Contact Person (member of the organization that the Branch can contact regarding this application)
* Position * First Name * Last Name
[Dropdown] [Text] [Text]

Address
Unit * Street * Province * City * Postal Code
[Text] [Text] [Dropdown: British Columbia] [Text] [Text]
* Business Phone Ext * Home Phone Cell Phone
[Text] - [Text] - [Text] [Text] - [Text] - [Text] [Text] - [Text] - [Text]
e-mail
[Text] (e.g. John.Doe@home.com)
Add Delete Cancel

| Position | Name | Officer Resp. | Submitter | Contact | |
|-----------|------------------------|--------------------------|--------------------------|--------------------------|------|
| Other | Tournament Coordinator | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Edit |
| Treasurer | Sarah Stevens | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Edit |
| President | Lee McCaw | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Edit |

Delivery Method
Your application results will be delivered via email. Please enter two email addresses below for notification.
* Primary Contact email
[Text] (one address only, e.g. john.doe@example.com)
* Alternate Contact email
[Text] (one address only, e.g. john.doe@example.com)

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