



CITY OF YELLOWKNIFE

**Bingo Licence Application**

Application should be submitted at least two weeks prior to the event. Any application submitted within the two-week period may not be processed in time. Any application submitted within one week of the event is subject to a \$100 late fee and may not be processed in time

Application Date: ____/____/____ YY MM DD			
Formal/Legal Name of Applicant: _____			
Mailing Address: _____			Postal Code: _____
Governing Body (if applicable): _____			
Incorporated Under: _____			
<input type="checkbox"/> Registered Charity # _____	<input type="checkbox"/> Societies Act # _____	Other (specify) _____	
Incorporation Date: _____	How long has group existed? _____	# of Board members _____	# of Org. Members _____

<b>BINGO CONTACT</b> (for correspondence)			
Print Name: _____			
Mailing Address: _____			Postal Code: _____
Residence Phone	Business Phone	Fax	Email

<b>AUTHORIZATION FOR APPLICATION</b>			
We Certify That: all information and documents supplied are correct, and the group has authorized us to make this application. Any City of Yellowknife Administrator may examine and make copies of all records relating to this application and/or licence. This includes the approved lottery bank account(s) at any financial institution(s).			
President's Signature: _____		Print Full Name: _____	
Mailing Address: _____			Postal Code: _____
Residence Phone	Business Phone	Fax	Email

**TYPE OF BINGO** (Please check (✓) one below)

Single Event (Bingo/Nevadas)  Series Bingo  TV Bingo  Super Bingo  Other: \_\_\_\_\_

Start Date of Event: \_\_\_\_\_ Final Date of Event: \_\_\_\_\_

Dates (if any) Event will not be held: \_\_\_\_\_

Estimated Prize Value for each Event: \$ \_\_\_\_\_ Time: \_\_\_\_\_ AM/PM

Licence Fees are as follows (these prices do not include the \$50 application/processing fee):  
Less than \$7000 = \$ 50, \$7000 to no more than \$20,000 = \$300, More than \$20,000 to no more than \$50,000 = \$1500

Event Location: \_\_\_\_\_ Total # of Events to be Held: \_\_\_\_\_

Use of Proceeds (be specific): \_\_\_\_\_

- i. Any use of proceeds claiming travel must be accompanied by specific dates and location for the event. A list of athletes/competitors and their coaches/chaperones must be submitted before the licence can be released.
- ii. Adult sports teams may ONLY use funds for travel to a sporting event for which they have qualified at a higher level of competition that is sanctioned by the appropriate governing body.
- iii. Any equipment and/or uniforms purchased (after approval) with lottery proceeds must stay with the association and be available for use by all members (not for individual use.)
- iv. Any use of proceeds claiming training, development or clinics must be accompanied by a schedule of planned events, facility rentals or clinic dates, locations and facilitators before the application will be considered.

**For office use only**

\$50 (Application fee) + \$ \_\_\_\_\_ (Licence Fee) x \_\_\_\_\_ (total # of events) = \$ \_\_\_\_\_ + \$100.00 Late Fee (\*if applicable) = \$ \_\_\_\_\_

\* The late fee is applied if the application is received within one week (7 days) of the event start date.

**BANK ACCOUNT**

A separate lottery bank account MUST be established. The account shall have chequing privileges, and monthly return of cancelled cheques. All lottery revenue shall be deposited into this account, and all payments shall be made by cheque from this account.

**NAME OF FINANCIAL INSTITUTION:** \_\_\_\_\_

Branch # 

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Name \_\_\_\_\_ Account# 

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Address \_\_\_\_\_

City \_\_\_\_\_ Prov/Terr. \_\_\_\_\_ Postal Code \_\_\_\_\_

If this is a new bank account please provide the date this account was established: \_\_\_\_/\_\_\_\_/\_\_\_\_  
YY MM DD

Accurate information is required. If unsure, please contact your financial institution.

**PAYMENT TYPE**

Cash  Cheque  Interac  Visa  MasterCard Amount: \$ \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
YY MM DD

Credit Card #: \_\_\_\_\_ Expiry Date: \_\_\_\_ / \_\_\_\_

Name of Card Holder: \_\_\_\_\_ Payment Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

## DECLARATION OF COMMUNITY BENEFIT

In order to determine the group's eligibility for a lottery licence, please provide the following information. All questions must be answered in detail. All organizations must submit this completed form, and submit the appropriate supporting information before any applications will be considered.

Type of programs or services offered by the group:

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Date(s) and approximate time(s) of program or service offered:

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Premises from which the program or service is delivered:

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Number of persons participating in the programs or receiving services, and the fee structure:

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Number of persons who may potentially benefit from the programs or services offered by the group:

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List programs or services that are registered to members and those which are open to the general public:

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Percentage of participants or recipients of the group's programs or services who are group members and percentage who are members of the public:

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Explain why the group's programs or services are important to the community:

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Describe how the group's programs or services are distinct or unique from any other similar programs or services already provided in the community:

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**Please include the following information with this application:** It is the organization's responsibility to notify the City, in writing, of any changes to the following information.

A copy of up-to-date incorporation documents (registered by-laws, objectives and certificate of incorporation).

An up-to-date list of the group's board of directors.

An up-to-date list of registered members (for all sports teams).