



REGISTRATION APPLICATION FOR GAMING WORKER - CASINO AND RACING ENTERTAINMENT CENTRE (REC)

50 Corriveau Avenue
St. Albert, Alberta T8N 3T5

Phone: 780-447-8600
Toll Free: 1-800-272-8876

Email: gaming.registrations@aglc.ca
Website: aglc.ca

Application must be submitted at least four (4) weeks prior to registration expiry or commencement of employment.

POSITION(S) APPLIED FOR	Please Check (✓)
<input type="checkbox"/> First-time application	<input type="checkbox"/> Re-applying for Registration No. _____
	<input type="checkbox"/> Amend Registration No. _____
<input type="checkbox"/> Games Manager	<input type="checkbox"/> Pit Supervisor
<input type="checkbox"/> Operator Representative	<input type="checkbox"/> Pit Boss
	<input type="checkbox"/> Dealer
	<input type="checkbox"/> Monitor Room Personnel
	<input type="checkbox"/> REC-Security Guard
	<input type="checkbox"/> Casino-Security Guard
	<input type="checkbox"/> Slot Manager
	<input type="checkbox"/> Slot Operator*
	<input type="checkbox"/> Slot Supervisor

**Slot Operator may work as Slot Cashier, Slot Attendant, or Slot Count Room.*

POSITION(S) TO BE DELETED FROM CURRENT REGISTRATION. Please check (✓) the appropriate box and sign.

<input type="checkbox"/> Games Manager	<input type="checkbox"/> Pit Supervisor	<input type="checkbox"/> Monitor Room Personnel	<input type="checkbox"/> Slot Manager
<input type="checkbox"/> Operator Representative	<input type="checkbox"/> Pit Boss	<input type="checkbox"/> REC-Security Guard	<input type="checkbox"/> Slot Operator
	<input type="checkbox"/> Dealer	<input type="checkbox"/> Casino-Security Guard	<input type="checkbox"/> Slot Supervisor

Applicant signature to confirm deletion of position(s)

PLEASE PRINT CLEARLY

Full Name _____ <div style="display: flex; justify-content: space-between;"> _____ Last Name _____ Apt # </div> <hr/> <div style="display: flex; justify-content: space-between;"> _____ First and Middle Names _____ City </div> <hr/> Maiden name and/or any aliases: _____ _____ _____	Mailing Address _____ <div style="display: flex; justify-content: space-between;"> _____ Street Address or PO Box _____ Province _____ Postal Code </div> <hr/> Tel. No. (Cell) _____ Tel. No. (Res) _____ Email Address _____ Home Address <input type="checkbox"/> Same as mailing address OR _____ <div style="display: flex; justify-content: space-between;"> _____ Apt # _____ Street Address or PO Box </div> <hr/> <div style="display: flex; justify-content: space-between;"> _____ City _____ Province _____ Postal Code </div> <hr/> Previous Addresses for Last Two Years _____ _____ _____
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Gender: Male Female
A Registered Gaming Worker must be a Canadian Citizen or landed immigrant or a citizen of a foreign country who has received a work/study permit from Federal authorities.

Date of Birth yy mm dd _____

Place of Birth _____

_____ City/Town
_____ Province, Country

Citizenship Status: Canadian Citizen Landed Immigrant
 Other (describe) _____

- ATTACH:**
- For first-time applicants born in Canada, attach copy of birth certificate, Canadian Passport or Indian Status Card.
 - For first-time applicants born outside of Canada, attach copy of Certificate of Canadian citizenship or immigration document (i.e. permanent resident card; landed immigration document; current work/study permit) or Canadian passport.
 - One current clear colour photograph with full front view of head without head covering 4 x 6 cm (passport size). Picture must be taken within the last three months. Failure to comply will result in the application being denied until the photograph requirements are met.
 - Current criminal records check (original) from local city police or local RCMP detachment (dated within the last three months).

CONTINUED

DEALER / PIT BOSS / PIT SUPERVISOR / CASINO SLOT OPERATOR / CASINO SLOT SUPERVISOR / CASINO SLOT MANAGER / OPERATOR REPRESENTATIVE (for new, expired applicants or addition of position(s) to current registration)

This area to be completed by a Games Manager currently registered with AGLC. **[CIRCLE REQUESTED POSITION(S)]**

I certify, that in my opinion, the applicant has the knowledge and skills necessary to perform the duties of a Dealer / Pit Boss / Pit Supervisor / Slot Operator / Slot Supervisor / Slot Manager / Operator Representative, as specified in Casino Terms & Conditions and Operating Guidelines.

Signature _____

Facility _____

Print Name _____

Facility Address _____

Registration # _____

Date _____

Telephone _____

CASINO SECURITY GUARD (For New or Expired Applicants)

This area to be completed by a Director; Shareholder; Games Manager; Director/Manager of Security or authorized officer of the casino facility licensee. **Note: Registered Casino Security Guards may hold a dual registration only with REC Security Guard position.**

I certify, that in my opinion, the applicant has the knowledge and skills necessary to perform the duties of Casino Security Guard, as specified in Casino Terms & Conditions and Operating Guidelines.

Signature _____

Facility _____

Print Name _____

Facility Address _____

Registration # or title _____

Date _____

Telephone _____

MONITOR ROOM PERSONNEL (For New or Expired Applicants)

This area to be completed by a director; shareholder; Director/Manager of Security or Surveillance Manager of the casino facility licensee. **Note: Monitor Room Personnel may not hold any other gaming registration.**

I certify, that in my opinion, the applicant has the knowledge and skills necessary to perform the duties of Monitor Room Personnel, as specified in Casino Terms & Conditions and Operating Guidelines.

Signature _____

Facility _____

Print Name _____

Facility Address _____

Registration # or title _____

Date _____

Telephone _____

GAMES MANAGER

New Application:

- You must have a satisfactory record as a registered dealer; with experience at the pit boss and pit supervisor levels.
- You must pass a written, practical and oral examination given by AGLC. You may contact AGLC office to arrange for the testing.

Renewal:

- A minimum of 56 hours over a two year period (28 of these hours must be in the last year) to remain registered with the Commission. Within these hours, the registrant must oversee a minimum of four opening procedures and a minimum of four closing procedures. If not, you will be required to re-write examination(s).
- Games Manager hours will be verified by AGLC via CasinoTrack.

CONTINUED

REC SLOT OPERATOR / REC SLOT SUPERVISOR / REC SLOT MANAGER (For new, expired applicants or addition to current

This area to be completed by the key Slot Manager of the REC facility licensee. **[CIRCLE REQUESTED POSITION(S)]**

I **certify**, that in my opinion, the applicant has the knowledge and skills necessary to perform the duties of a Slot Operator / Slot Supervisor / Slot Manager, as specified in Racing Entertainment Centre Terms & Conditions and Operating Guidelines.

Signature _____

Facility _____

Print Name _____

Facility Address _____

Registration # or title _____

Date _____

Telephone _____

REC SECURITY GUARD (For New or Expired Applicants)

This area to be completed by the REC Director or Manager of Security of the REC facility licensee. **Note: Registered REC Security Guards may hold a dual registration only with Casino Security Guard position.**

I **certify**, that in my opinion, the applicant has the knowledge and skills necessary to perform the duties of REC Security Guard, as specified in Racing Entertainment Centre Terms & Conditions and Operating Guidelines.

Signature _____

Facility _____

Print Name _____

Facility Address _____

Registration # or title _____

Date _____

Telephone _____

REC MONITOR ROOM PERSONNEL (For New or Expired Applicants)

This area to be completed by the REC Director; Manager of Security or Surveillance Manager of the REC facility licensee. **Note: Monitor Room personnel may not hold any other gaming registration.**

I **certify**, that in my opinion, the applicant has the knowledge and skills necessary to perform the duties of Monitor Room Personnel, as specified in Racing Entertainment Centre Terms & Conditions and Operating Guidelines.

Signature _____

Facility _____

Print Name _____

Facility Address _____

Registration # or title _____

Date _____

Telephone _____

CONTINUED

I CERTIFY THAT:

- All information provided as part of the application is truthful and complete.
- Any criminal charges or convictions will be reported to AGLC immediately.
- I authorize AGLC to undertake a criminal records check or inquire with any police agency to determine my eligibility to be registered as a gaming worker.
- I understand that a false statement or failure to meet AGLC conditions may result in my registration being refused or cancelled.
- I have read and understand the conditions of registration as outlined on page six of this application.

Applicant's signature

Date

ENSURE THE FOLLOWING IS ATTACHED TO THIS APPLICATION:

FIRST-TIME APPLICANTS:

- Copy of birth certificate, Canadian Passport, Indian Status Card, Canadian citizenship or immigration document (i.e. permanent resident card; landed immigration document or current work/study permit).

ALL APPLICANTS:

- Attach a current criminal records check (original) from local city police or local RCMP detachment (**dated within the last three months**).
- Attach one current colour photograph (**taken within the last three months as outlined on page one**).

Attach Colour Photo here.

NOTE: Please fasten for easy removal -- do not glue

INDUSTRY TRAINING

Anti-Money Laundering (AML)

- Registered gaming workers must be AGLC AML certified before working in a casino/REC. Equivalency will not be granted for certification offered in other provinces.
- Website: <https://amlcertification.aglc.ca>
- For more information, email AML@aglc.ca or ph. 1-800-272-8876

SMART Training Program

AGLC policy requires licensees to ensure their staff have and maintain the SMART certifications required for their position(s). For help or more information, visit <https://smartprograms.aglc.ca/requirements.aspx>, call 1-877-436-6336 or send an email to info@smartprograms.aglc.ca

Protection of Privacy – The personal information requested on this form is collected under the authority of Section 33(c) of the *Freedom of Information and Protection of Privacy Act* and will be protected under Part 2 of that Act. The information will be used to determine eligibility for employment for registered gaming workers. Direct any questions about this collection to: AGLC FOIP Coordinator, 50 Corriveau Avenue, St. Albert, AB T8N 3T5, 780-447-8600 or toll free at 1-800-272-8876.

REGISTRATION CONDITIONS

The *Gaming, Liquor and Cannabis Regulation* states:

- ◆ “Background check” means an inquiry or investigation conducted by AGLC to enable AGLC to determine the eligibility of an applicant to be registered or to continue to be registered, and includes but is not limited to an inquiry or investigation relating to the honesty and integrity, financial history and competence of the applicant or the registrant, or any person with connections to the applicant or registrant.
- ◆ AGLC may conduct any background check that it considers necessary or appropriate.
- ◆ The Board may refuse to register an applicant if the applicant fails to pass a records check.
- ◆ A person does not pass a records check if the person:
 - a) has within the 5 years prior to the submission of the application been charged with or convicted of:
 - i. an offence under the *Criminal Code* (Canada), the *Excise Act* (Canada), the *Food and Drugs Act* (Canada) or the *Controlled Drugs and Substances Act* (Canada), or
 - ii. an offence under a foreign Act or regulation that, in the Board’s opinion, is substantially similar to an offence referred to in subclause i).
 - b) has at any time been charged with or convicted of:
 - i. an offence under the *Criminal Code* (Canada), the *Excise Act* (Canada), the *Food and Drugs Act* (Canada) or the *Controlled Drugs and Substances Act* (Canada), or
 - ii. an offence under a foreign Act or regulation that, in the Board’s opinion, is substantially similar to an offence referred to in subclause i).

If in the Board’s opinion the offence is sufficiently serious that it may detract from the integrity with which gaming activities or provincial lotteries are to be conducted in Alberta or may be detrimental to the orderly or lawful conduct of activities authorized by a liquor licence or a registration relating to liquor, or

 - c) has, within the five years prior to the submission of the application, been serving a term of imprisonment of three years or more.
- ◆ The Board may refuse to register an applicant if the Board is satisfied that the applicant has within the five years prior to the submission of the application contravened:
 - a) the *Gaming, Liquor and Cannabis Act or Regulation*;
 - b) a predecessor of the *Gaming, Liquor and Cannabis Act or Regulation*; or
 - c) a condition imposed on a licence or registration issued or made under the *Gaming, Liquor and Cannabis Act* or a predecessor of the Act.
- ◆ The Board may refuse to issue a licence to an applicant or to register an applicant if the Board is satisfied that the applicant, any of the applicant’s employees or associates or any other person with connections to the applicant:
 - a) is a person who has not acted or may not act in accordance with the law, with honesty and integrity or in the public interest, having regard to the past conduct of the person,
 - b) would be a detriment to the integrity or lawful conduct of gaming activities or provincial lotteries, or
 - c) is a person whose background, reputation and associations may result in adverse publicity for the gaming industry in Alberta.

Casino Terms & Conditions and Operating Guidelines

- ◆ A registered gaming worker must notify AGLC and the casino or REC facility licensee immediately when charged with or convicted of an offence under:
 - a) the *Criminal Code* (Canada);
 - b) the *Excise Act* (Canada);
 - c) the *Food and Drugs Act* (Canada);
 - d) the *Controlled Drugs and Substances Act*;
 - e) a foreign Act or Regulation that is substantially similar to an offence referred to in a), b), c) or d) above;
 - f) the *Gaming, Liquor and Cannabis Act* (Alberta); or
 - g) the *Gaming, Liquor and Cannabis Regulation* (Alberta).
- ◆ If a registered gaming worker is charged or convicted, as described above, the Board may take disciplinary action including, but not limited to, suspension or cancellation of the registration.
- ◆ If a registered gaming worker has misled the Board, failed to provide information or provided inaccurate information, the Board may take disciplinary action including, but not limited to, suspension or cancellation of the registration.
- ◆ Any changes to personal information, i.e. address or surname, provided to AGLC must be reported immediately, by:
 - email to gaming.registrations@aglc.ca
 - call AGLC Registrations Unit at 1-800-272-8876

NOTICE TO APPLICANTS

Registration is subject to all information provided on this Application being truthful and complete.

AGLC will review the registration if an individual fails to comply with the above; or is charged with, or convicted of, a criminal offence. This review could lead to the registration being suspended or cancelled.

RE-APPLYING

Registration can only be renewed by re-applying. When re-applying, you will NOT be required to provide identification.

CASINOTRACK REGISTRATION CARDS

Casino Terms & Conditions and Operating Guidelines states:

Two (2) AGLC registration cards shall be issued at time of registration for CasinoTrack. These will be kept secured by the individual and shall not be transferable. All registered gaming workers and charity workers shall wear the registration card while on duty. In case of loss of, or damage to a card, a \$25.00 replacement fee will be charged. If a registered gaming worker does not have a valid registration card, they will not be allowed into the system and therefore cannot be permitted to work.

Registered Gaming Workers employed by a casino facility on-line with the CasinoTrack system must have a valid CasinoTrack registration card. These registration cards allow you to enter information in the CasinoTrack system. The following conditions apply:

1. These cards are **not** transferable and one card must be on your person at all times when you are working at any licensed casino facility in Alberta. If you do not have a CasinoTrack registration card or fail to renew your registered gaming worker licence, you will not be authorized to enter the CasinoTrack system and will not be allowed to work.
2. Cards may be used at all licensed casino facilities.
3. Any card, when lost or stolen, must be reported immediately to AGLC by email to gaming.registrations@aglc.ca, or by telephoning AGLC Registrations Unit at 1-800-272-8876.
4. Cards will be replaced at a cost of \$25.00 per card in the event of damage or loss.
5. Cards may be hole-punched in order to attach to your current nametag. When punching the cards, the bar code area must not be damaged.
6. These cards coincide with your current registration expiry date, and will be updated upon receiving registration information required by AGLC. The cards will not be replaced when you renew your registration.
7. Failure to renew registration with AGLC will automatically void the CasinoTrack registration card.
8. CasinoTrack cards are the property of AGLC and are to be retained by the Registrant and not by the casino facility.