



This form may be obtained from our website:
www.aglc.ca

REQUEST TO DONATE PROCEEDS OUTSIDE OF CANADA

This form must be submitted and approved for all donations in excess of \$1,000.00 before gaming proceeds can be used for donations out of Canada.

Return this form to:

Regulatory Services
Use of Proceeds
50 Corriveau Avenue, St. Albert, Alberta T8N 3T5
Main: 780-447-8600 / Use of Proceeds Line: 780-651-7600 Toll-Free: 1-855-506-1066 / Fax: 780-447-8911
Email: gaming.useofproceeds@aglc.ca

Donations out-of-country are limited to a maximum of 50% of gaming proceeds earned during the previous calendar year.

Donations outside of Canada will only be approved for the purposes of international disaster/emergency relief, and projects in developing or underdeveloped countries and countries that appear on the **Canadian International Development Agency (CIDA)** list of countries and territories eligible for Canadian official development assistance. Subject to these restrictions, groups may make a total annual donation of \$1,000.00 or less to any eligible individual charity or religious group outside of Canada, without the prior approval of the AGLC.

A Request to Donate Proceeds Outside of Canada (Form 5484) must be completed and submitted for approval if the donation exceeds an annual amount of \$1,000.00.

In addition, groups requesting to donate gaming proceeds in excess of \$1,000.00 out of Canada, must provide the following information with the request:

- A Recipient Agreement (Form 5507) signed by the recipient group stating the recipient group will:
 - Maintain a record of donations showing the date, amount and source of donated funds received, as well as the date, amount and purpose of all disbursements of donated funds; and
 - Allow the AGLC access to all records, including those at any financial institution and to make copies of such records and/or remove them for further examination.
- A Statutory Declaration (Form 5503) sworn by an executive member of the donor group.

All donations must:

- be made by cheque from approved gaming bank account
- be recorded on the gaming financial report with attached documents of expenditure specifically related to detailed items on proposed budget.

A Request to Amend Use of Gaming Proceeds form is not required when submitting a Request to Donate Proceeds Outside Canada form.

ORGANIZATION NAME

Name: _____ I.D.#: _____
 Address: _____

 _____ City/Town _____ Postal Code

SIGNING AUTHORITIES

WE CERTIFY THAT: all information and documents supplied are correct, and the group has authorized us to make this request. Any AGLC Inspector may examine and make copies of all records relating to this request and/or licence. This includes the approved bank account(s) at any financial institution(s).

President Signature: _____
 Print Full Name: _____ Date of Birth: / /
 Mailing Address: _____

 _____ Postal Code

Residence Phone: () Business Phone: () Fax: () Email: _____

Treasurer Signature: _____
 Print Full Name: _____ Date of Birth: / /
 Mailing Address: _____

 _____ Postal Code

Residence Phone: () Business Phone: () Fax: () Email: _____

Please complete 1 or 2 as applicable

NET GAMING REVENUE EARNED IN PREVIOUS CALENDAR YEAR	\$ _____
REQUESTED AMOUNT OF DONATION FROM GAMING REVENUE	\$ _____

1 Donation In Excess of \$1,000.00

Groups requesting to donate gaming proceeds outside of Canada in the amount of more than \$1,000.00 must provide the following information with the request:

- A Recipient Agreement (Form 5507) signed by the recipient group stating the recipient group will:
 - a) Maintain a record of donations showing the date, amount and source of donated funds received, as well as the date, amount and purpose of all disbursements of donated funds; and
 - b) Allow AGLC access to all records, including those at any financial institution, to make copies of such records and/or remove them from further examination.
- A Statutory Declaration (Form 5503).
- Total detailed budget for project, including identifying gaming proceeds allocation.

**Not required if donation is \$1,000.00 or less annually.*

PROJECT INFORMATION

Project Title: _____

Location: _____
_____ Village/District/Province _____ Country

Anticipated Start Date: _____ Anticipated Completion Date: _____ Total Cost of Project: _____
_____ \$ _____

Project Objectives (attach budget specifying use of funds):

RECIPIENT INFORMATION (Group and Person Responsible for Project in Recipient Country)

Group Name: _____
Contact Person: _____
Mailing Address: _____

Residence Phone: _____ Business Phone: _____ Fax: _____ Email: _____
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BRIEFLY DESCRIBE THE RECIPIENT GROUP'S ACTIVITIES (use additional sheets if necessary)

List any other individual/group that may be responsible for the movement of funds before they reach their final destination. Provide names/address and contact telephone number (use additional sheets if necessary).

Name	Address	Contact Phone #
_____	_____	_____
_____	_____	_____

2 Groups that are required by their by-laws or other authority to transfer their gaming proceeds to a head office or to a governing body located outside of Canada, must obtain prior approval from the AGLC Board. In reviewing such requests, the Board may consider:

- local needs in Alberta for the particular charitable programs or services for which the group is incorporated to deliver (attach details)

- the head office policy for setting priorities in program and service funding (attach)

- the head office record of returning to the province for program and service delivery a reasonable percentage of the funds raised in Alberta (attach)

FOR OFFICIAL USE ONLY

- Approved
- Not Approved
- Incomplete

Comments/Conditions: _____

A privacy statement for the collection of personal information may be found at www.aglc.ca.