



# RETENTION OF GAMING FUNDS (EXCEEDING 24 MONTHS)

## Retention of Gaming Funds must have prior approval from AGLC

Submit to: AGLC, 50 Corriveau Avenue, St. Albert, AB T8N 3T5 or email: gaming.useofproceeds@aglc.ca

### LICENSEE INFORMATION

Organization AGLC ID #: \_\_\_\_\_ Date: \_\_\_\_\_

Organization Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

\_\_\_\_\_  
President's Name (please print)

\_\_\_\_\_  
President (signature)

\_\_\_\_\_  
Treasurer's Name (please print)

\_\_\_\_\_  
Treasurer (signature)

**A COPY OF YOUR ORGANIZATION'S MOST RECENT GAMING BANK ACCOUNT(S) STATEMENT(S) MUST BE SUBMITTED WITH THIS FORM**

Requested Retention Amount: \$ \_\_\_\_\_

Expected Total Cost of the Project/Event that funds are to be retained for: \$ \_\_\_\_\_

Purpose for Retention:  FACILITY PURCHASE OR CONSTRUCTION (max \$500,000) – **Complete Section 1**

OTHER (max \$75,000 and/or additional 24 months) – **Complete Section 2**

Bank Account Retained Funds to be held: \_\_\_\_\_

### SECTION 1 – RETENTION OF GAMING FUNDS FOR FACILITY

#### Retention of Funds – Facility

Section 5.11.24 of the Charitable Gaming Policies Handbook states:

*“A group may request to retain proceeds for a facility to maximum of \$500,000. Once a group’s maximum approved retention is reached these funds must be used with 24 months.”*

Section 5.11.25 of the Charitable Gaming Policies Handbook states:

*“Approval to retain proceeds does not constitute approval to proceed with the purchase or construction of a facility. A group must seek specific approval prior to the use of any retained proceeds.”*

1.1 Does your organization currently own a facility?  YES  NO

1.2 If YES to 1.1, provide address: \_\_\_\_\_  
\_\_\_\_\_

1.3 Will your organization use retained funds to build or purchase an existing facility? \_\_\_\_\_

Proposed Location Address: \_\_\_\_\_  
\_\_\_\_\_

1.4 Why is Facility Needed? \_\_\_\_\_

1.5 What is the projected date the organization will purchase or commence construction? \_\_\_\_\_

1.6 List other sources of funds to be used for the facility purchase or build? \_\_\_\_\_

1.7 Will the facility be purchased or built in partnership with any other organizations and if so with whom? \_\_\_\_\_

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**SECTION 2 – RETENTION OF GAMING FUNDS FOR PURPOSES OTHER THAN FACILITY****Retention of Funds – General**

Section 4.4.9 of the Charitable Gaming Policies Handbook states:

*“A group may request prior written approval from the AGLC to extend its disbursement of proceeds for a period longer than 24 months. Extension may be approved to a maximum of \$75,000 in proceeds and/or, to a maximum of an additional 24 months during which time the retained proceeds must be disbursed as per a group’s approved use of proceeds.”*

2.1 Description of purpose for retention - such as event date, reason for event or project, how it relates to organization programs, etc... (if additional space required attach separate page with this information)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2.2 List other sources of revenue associated with the planned project or event: \_\_\_\_\_

\_\_\_\_\_

2.3 Does the purpose for retention involve any partnership agreements and if so with whom? \_\_\_\_\_

\_\_\_\_\_

2.4 Date funds will be used by: \_\_\_\_\_  
(maximum 24 months from application date)

2.5 Do you currently have a retention approval for any other purpose?

YES, Provide Purpose: \_\_\_\_\_  NO

2.6 Is that retention still required?  YES  NO

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**For AGLC Use Only**

**Approved**

- Retention Amount: \$ \_\_\_\_\_
- Retention Expiry: \_\_\_\_\_

**Not Approved**

**Incomplete**

**Comments/Conditions:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_