

Bingo Association Bingo Facility Licence Application

Bingo Association			
Full Name (Please Print)			
Association Address		City/Town	Province
			Postal Code
Contact	Business Phone		Email

Mailing Address or Name and Address to Where Future Correspondence Should be Mailed if Different Than Above			
Name			
Address		City/Town	Province
			Postal Code
Phone	Email		

Authorization for Application					
We certify that: all information and documents supplied are correct. Any AGLC Inspector may examine and make copies of all records relating to this application and/or licence. This includes the approved bank account(s) at any financial institution(s).					
President Signature			Association Representative's (Admin) Signature		
Full Name (Please Print)			Full Name (Please Print)		
Mailing Address			Mailing Address		
City/Town	Province	Postal Code	City/Town	Province	Postal Code
Contact Phone	Email		Contact Phone	Email	

List of Persons Who Can Request Amendments to Bingo Programs, Schemes, Facility Licence or Pull Ticket Licence		
Position	Name	Contact Phone

Have You Revised or Made Any Changes to Any of the Following in the Last 12 Months? If Yes, Please Attach Copies of Revised Documents, and Highlight the Areas Which Were Changed.		
Operating By-Laws	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Financial Inventory/Control System	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Duties of Volunteer & Hired Staff	<input type="checkbox"/> Yes	<input type="checkbox"/> No

THE FOLLOWING MUST BE ATTACHED TO THIS APPLICATION

- Association Membership, which includes the Bingo Representative name, address business and residence phone number.
- Current Executive List (with Directors) including names, addresses and phone numbers.
- Executive Officers Particular form for each executive member (Form #5423-2).
- Total number of events Association will operate during the year. Please separate this figure into number of mornings, afternoons, evenings and late nights.
- Dates the hall will be closed during the licensed period.
- List of all paid staff, name, position, address, phone numbers, registration number, rate of pay, and position descriptions (for new or changed).
- Copy of current bonding policy for paid staff.
- Details regarding proposed Anniversary of Monthly Specials, Bingo Program, House Rules and Rules of Play.
- Licence fees - \$10.00/event (fees may be submitted on a monthly, quarterly or yearly basis, however no later than 15 days prior to the beginning of each of those terms).
- Managing Bingo Event Revenues – Letter of Application – Option 1 or Option 2 with Pooling Agreement

Bingo Program

- If you intend to amend the Bingo Program in any way to take effect at the start of the new licence period, please send electronically to bingoprograms@aglc.ca

Bingo Facility Licence Details

Name of Bingo Facility			
Bingo Facility Address	City/Town	Province	Postal Code
Contact Person	Phone Number	Email Address	

Have You Revised or Made Any Changes to Any of the Following in the Last 12 Months? If Yes, Please Attach Copies of Revised Documents, and Highlight the Areas Which Were Changed.		
The property where the bingo events are held	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Lease Agreement	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Attorney and Law Firm representing the Bingo Association	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Accountant and Accounting Firm representing the Bingo Association	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Business organizations, other entities or individuals which hold ANY financial interest in this Association	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Signing Authority

By signature, I / we certify the above information is correct and the applicant is the owner or lessee of the premises covered by this application, and is in actual possession and control of those premises.

Signature	Date
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Protection of Privacy

The personal information requested on this form is collected under the authority of Section 33(c) of the *Alberta Freedom of Information and Protection of Privacy Act* and will be protected under Part 2 of that Act. It will be used for the administration of all policies and processes relating to Charitable Gaming Licensing.

Your personal information is protected by Alberta’s FOIP Act and can be reviewed upon request.

Direct any questions about this collection to:

AGLC FOIP Coordinator
50 Corriveau Avenue,
St. Albert, Alberta T8N 3T5
780-447-8600 or toll free at 1-800-272-8876

Bingo/Pull Ticket Contact Information

50 Corriveau Avenue St. Albert, Alberta T8N 3T5	Toll-Free: 1-855-506-1066 ext. 6	Bingo and Pull Ticket: 780-651-7600 ext. 6 Email: gaming.licensing@aglc.ca
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