

Lottery Licenses

All teams conducting 'games of chance' (e.g. 50-50, raffle draws, sports lottery etc.) as part of their fundraising **WILL** require a lottery license or permit. These are provincially regulated and issued by the NS Alcohol and Gaming Division (AGD).

Please note the requirements for Lotto licenses and permits are different depending on prize value and type of fundraiser. If the value of prizes awarded (not sales, prize value) is under \$4000, you must obtain a lotto permit which can be obtained online in minutes. **** If your fundraiser is a building jackpot, such as Chase the Ace, Loonie, Toonie or Snowball or a Sports Lottery you cannot use the online process and must instead follow the over \$4000 process, regardless of prize value*****

If your prize value exceeds \$4000, is a building jackpot, such as Chase the Ace, Loonie, Toonie or Snowball or a Sports Lottery you are required to obtain a lotto license, which may have associated fees and lotto report requirements.

Please note a separate license or permit is required for every event that includes a game of chance.

The process for Lottery permit (under \$4000) for TASA includes the following steps:

- 1) Applications for Lottery Licenses are to be submitted to the AGD by the Team Manager
- 2) Access the following link <https://novascotia.ca/sns/access/alcohol-gaming/forms-permits.asp> and click on the online gaming application portal
- 3) Note there are several qualifying questions to determine eligibility for using the online portal. If the online system deems you are eligible to apply for your permit online please proceed, you do not require a Lotto permission letter from the TASA fundraising coordinator.
- 4) If you receive a message indicating your fundraiser is not eligible to use the online portal, please follow the Lottery license process below.
- 5) No paper copies are required, the application is completed online
- 6) Ensure you search "TASA" and not the individual team name
- 7) Under "what will the funds be used for" do not select "other" this will delay your application
- 8) Upon completion of your application TASA will receive notification
- 9) Should there be any issues or concerns, AGD or the TASA fundraising coordinator will contact you.

The process for Lottery Licenses (Over \$4000/building jackpots/sports lottery) for TASA includes the following steps:

- 1) Request a letter of permission from the TASA Fundraising Coordinator by sending an email to fundraising@tasa.ca. Please include Team Division, level and name along with a brief description of your fundraiser.
- 2) Access the Ticket Lottery License form – Over \$4000 application by using the following link <https://novascotia.ca/sns/access/alcohol-gaming/forms-permits.asp>
- 3) Print the application and follow the instructions on the form to submit. Please note your fundraising approval letter from TASA must be included with your form. Failure to include this letter will result in delays of approval.
- 4) Applications for Lottery Licenses are to be submitted to the AGD by the Team Manager

- 5) You MUST update TASA Fundraising Coordinator (fundraising@tasa.ca) of ALL license requests and license numbers as provided by the AGD.
- 6) At the end date for your lottery license, you MUST file a report with AGD.
- 7) You MUST inform TASA Fundraising Coordinator (fundraising@tasa.ca) when you submit your final report to AGD.
- 8) Failure to submit a final report to the AGD will result in the suspension of approval for lottery license request in subsequent years for ALL teams connected to TASA.

Please reach out to fundraising@tasa.ca for clarification, questions or concerns.

TASA is not responsible for lottery fees related to the lottery licenses; the individual requesting the license assumes responsibility for any outstanding fees, should they not be paid by the team.