

<b>Raffle Licensing Procedure</b>	Policy	G11
	Effective Date	April 2002
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## What is the policy?

The minister is authorized to issue raffle licenses pursuant to subsection 207(1)(b) of the Criminal Code (Canada) and Order in Council No. 110/2014. Communities must abide by the procedures and guidelines outlined below in which charitable or religious organizations may obtain raffle licenses for a charitable or religious object or purpose.

Raffle licenses may be issued to any charitable or religious organization located within the jurisdiction of the department. To be eligible for a licence, an organization must be a charitable or religious body. Raffle licenses can be issued to organizations wishing to conduct and manage a raffle, where the total prizes for each raffle does not exceed \$3,000.

Raffle means a lottery scheme within the meaning of subsection 207(4) of the Criminal Code (Canada) in which a prize, consisting of an article of value, cash or both, is awarded or disposed of by lot, by selling a chance of winning the prize to a number of persons for a fraction of the value of the prize. The most popular types of raffles include: Chase the Ace, 50/50 raffles and merchandise raffles.

Charitable or religious objects or purposes means objects or purposes relating to the advancement of education, religion, health, the relief of poverty or must benefit the community through the promotion of sport, recreation or culture.

All funds raised by a raffle must be used for charitable or religious purposes. The licence, once issued, cannot be assigned or transferred to another organization. No changes to the terms or conditions of the licence are valid, unless the change has been requested by the applicant in writing, and made by the department in writing.

Raffle licenses can also be obtained by applying directly to the Liquor, Gaming and Cannabis Authority (LGCA) of Manitoba. For questions on raffles, contact the Gaming Licensing Department at 1-800-782-0363 or by email at [gaminglicence@LGCamb.ca](mailto:gaminglicence@LGCamb.ca).

## Community responsibilities

- The application must be completed by the organization and a \$5 application fee submitted to the community administrative officer or the contact person (see Appendix G11-A Raffle Licence Application).
- The community administrative officer or contact person must provide a receipt for the application and fee and forward the application to the regional office. The community must retain the fee, except in the case of a settlement, where the fee must be forwarded for deposit in the trust account.

## **Department responsibilities**

- The department must review the application and provide the individual on behalf of the organization, with a licence on appropriate terms and conditions or must notify the organization if the application has been rejected and, in either case, must advise the community council of the decision.
- When an organization is located within the jurisdiction of the department, but outside any Northern Affairs community boundary, the application must be made directly to the appropriate regional office.
- Within 30 days of the completion of the approved raffle, the applicant must submit a completed financial account to the community administrative officer for submission to the regional office.
- The organization or person holding the licence must provide additional information, including financial or accounting information, requested.
- The licence holder must comply with additional terms or conditions the department requests at its discretion.

## **Other information**

- Appendix G11-A Raffle Licence Application