

5786 Simcoe County Road 21  
Utopia, Ontario  
L0M 1T0



Telephone: (705) 424-9770  
Fax: (705) 424-2367  
Web Site: www.essatownship.on.ca

### ELIGIBILITY APPLICATION

Registered Name of Organization  
(as shown on Governing Documents): \_\_\_\_\_  
Operating name if different: \_\_\_\_\_  
Business Address: \_\_\_\_\_

**Street Address**

**Province**

**Postal Code**

Mailing Address if different:

**Street Address**

**Province**

**Postal Code**

Telephone Number:

**Fax Number:**

Email Address:

Website:

Is the Organization incorporated as a non-profit organization with Ministry of Consumer & Business Services (Ontario)?  YES  NO

Registration Date \_\_\_\_\_ Registration # \_\_\_\_\_

Is the Organization registered with Revenue Canada as a charity?  YES  NO

Registration Date \_\_\_\_\_ Registration # \_\_\_\_\_

How long has the Organization been providing services? \_\_\_\_\_

What category best describes the Organization?

- Advancement of Education
- Health and Welfare
- Relief of Poverty
- Other charitable purposes beneficial to the community

If other please specify:

- Culture and Arts
- Amateur Sports Organizations
- Health and Welfare
- Enhancement of Youth
- Public Safety Programs
- Community Services Organizations

Please list and describe the specific programs and services delivered by the Organization and associated cost:

<b>Services</b>	<b>Costs</b>
1 _____	_____
2 _____	_____
3 _____	_____
4 _____	_____
5 _____	_____

Approximate total number of members in the organization: \_\_\_\_\_

Date of Fiscal Year End: \_\_\_\_\_ Please indicate last day of filing: \_\_\_\_\_

Does the organization currently manage and conduct any gaming event (lotteries) within the Township of Essa?  YES  NO

Other Municipalities:  YES  NO

Please indicate the type of gaming event and location (Municipality):

Bingo \_\_\_\_\_  Break Open Ticket \_\_\_\_\_  
 Raffle \_\_\_\_\_  Bazaars \_\_\_\_\_

For the purpose of lottery licensing, all organizations must have a lottery trust account. Please complete the following information:

Name of Bank: \_\_\_\_\_

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

Trust Account # \_\_\_\_\_

Date Opened: \_\_\_\_\_

Would you like to pick up the license?

YES

Telephone Number: \_\_\_\_\_

NO

*If no, license will be mailed out.*

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

Mailing Address: \_\_\_\_\_

The following documents must be attached to the Eligibility Application:

- Proof that the organization has been in existence for at least one (1) year within Ontario, and that it has performed the activities of its mandate for this time. The organization must fall into one of the four classifications of charitable purposes:
  1. Relieve Poverty
  2. Advance of Religion
  3. Advance of Education
  4. Benefit Community as a Whole
- A copy of your organizations articles of incorporation (Revenue Canada)
- Charitable and/or non-profit registration numbers (Revenue Canada)
- A copy of organizations constitution and/or by-laws
- A copy of a budget for the current fiscal year. Note that the AGCO stipulates that the proposed use of proceeds be used for one of the four classifications of charitable purposes and must be stated within the budget for the current fiscal year.
- A financial/annual report with supporting adoption for the preceding fiscal year
- Detailed outline of all programs/service currently provided and specific costs incurred in delivery
- A list of the current board of directors including: names of three (3) directors who have signing authority for the organization, home addresses, daytime phone numbers and sample signatures (**See Designated Members in Charge Form**)
- Any further information that will assist the licensing office in determining what the charitable nature of the objects and purposes of your organization

**Note:**

Personal information contained on this form is collected pursuant to the *Municipal Freedom of Information and Protection of Privacy Act* and will be used for the purpose of determining eligibility for lottery licenses. Questions about this collection should be directed to the Clerk/Freedom of Information Coordinator, Township of Essa, 5786 County Road 21, Utopia, Ontario, L0M 1T0.