

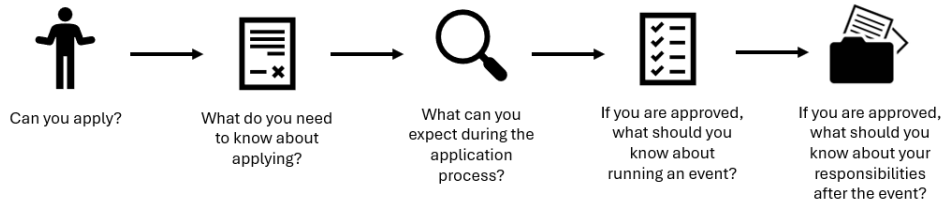


Licensed Charitable Gaming Event Guidance

The general manager of the Independent Gambling Control Office (IGCO) is responsible for regulating all gaming events in British Columbia (BC) including those run by charitable and religious organizations, fairs and exhibitions, and groups raising funds for community purpose. Eligible groups and organizations can run raffles, bingos, poker, and casino games (e.g., wheel of fortune and table games, such as Blackjack and Red Dog) with a charitable gaming event licence. The IGCO processes licence applications, checks to see who is eligible for a licence, issues licences to eligible groups for eligible purposes, and ensures that all requirements associated with a licence are followed. These requirements are outlined in the [Licensed Charitable Gaming Event Terms and Conditions](#) document.

How to use this document

This document provides guidance on charitable gaming licensing, recognizing that each application is unique. Eligibility is determined based on the specific group/organization applying and their proposed use of proceeds. The sections below explain whether your group and fundraising purpose are eligible for a gaming event licence, which licence to apply for, how to apply, and what to expect throughout the application process.



For a quick reference guide, see [Appendix 1: Quick Guide for Licensed Charitable Gaming Events](#) on page 64.

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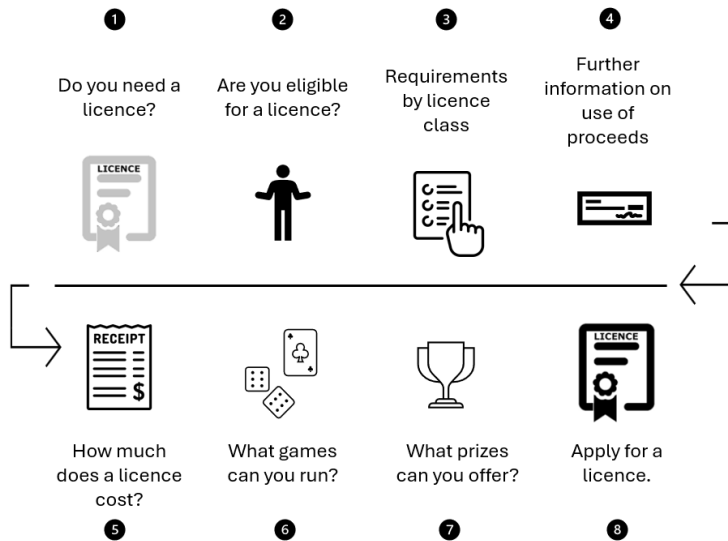
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1. Before you apply

This section will help you to determine whether you can apply for a licence, what type of licence you are eligible for, and answer key questions to clarify your eligibility for a charitable gaming event licence.



1.1 Do you need a licence?

Before planning a fundraising activity, you must determine whether it involves gaming as defined under Canadian law. Gaming activities are regulated to ensure fairness and to protect proceeds for community benefit. This section explains what a gaming event licence is, the legal framework in Canada and BC, and how to know if your activity requires a licence.

1.1.1 Legal requirements and authority

A gaming event licence authorizes an individual or organization to conduct gambling at an event. Under Canada’s *Criminal Code*, provinces may issue gaming licences and set rules on what types of gambling are permitted.

In BC, the [Gaming Control Act](#) (GCA) gives the general manager of the IGCO the authority to issue gaming event licences. The IGCO accepts applications and gathers information from applicants to determine whether to issue a licence. The IGCO will be your point of contact throughout the licencing process and after licensing.



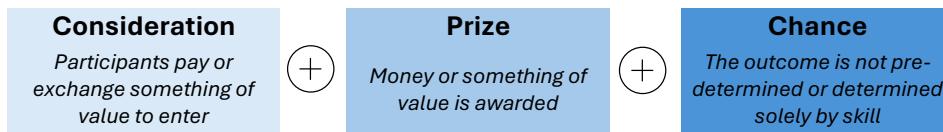
Conducting a gaming event in BC without a licence issued by the general manager of the IGCO is unlawful.

1.1.2 Determining if your activity is gambling

If your event charges an entry fee and involves chance and prizes, you likely need a licence. If your event is free, based on skill, or only includes door prizes or promotions, you probably don't need a licence. Read on for more details.

The IGCO is unable to provide legal advice on whether a planned fundraising activity or event is gaming. However, it can provide general information to help you understand what activities are considered gaming and require a licence.

Under the *Criminal Code*, an activity or event is considered gaming if it includes these three elements:



Fundraising activities missing any of these elements are likely not considered gaming and do not require a gaming event licence. Common examples include:

- Skill based events where participants must pay or exchange something to participate and win a prize, but where the winner is determined by skill (or means other than chance, such as quality of work/entry), are likely not a gaming activity (e.g., a puck toss).
- Door prizes (i.e., where an admission ticket into an event is used as one entry and no additional entries may be purchased).
- Events where entry is made by donation, provided no minimum donation is required and participants are clearly informed that no donation is necessary to enter or win. For example, labelling a required payment as a “donation” does not remove the element of consideration.
- Silent or regular auctions determined by bidding rather than chance.
- Promotional contests where participants do not pay to enter (e.g., contests for new clients or recent homebuyers). For more information on contests, contact the Competition Bureau at 819-997-4282 (toll-free 1-800-348-5358).

Note: If players are required to buy play money (i.e., “funny money”) or tokens to participate, a gaming event licence is required. Using play money instead of legal tender does not remove the element of consideration. Examples of funny money games that require a gaming event licence include:

- Providing some free funny money but requiring players to buy more once it runs out.



- Selling funny money at a discount (e.g., \$10 cash for \$100 funny money).
- Including funny money in the event ticket price, while offering a discounted ticket price to those who skip the games.

The general manager of the IGCO issues licences for the following types of games:

Ticket Raffles	Regular and Regular Series Percentage Token Payroll Deduction Calendar Event Pool, Sports Pool, and Player Draft
Bingo	Regular Combination Pre-Called and Odd-Even Games Progressive Prize Games Bonus Prize Games Hybrid Games
Poker	(Texas Hold'em only)
Casino Games	Wheel of Fortune Table Games (Blackjack and Red Dog only)

1.2 Are you eligible?

Most organizations and groups that aim to benefit the community are eligible to receive a gaming event licence. However, some organizations and certain uses of proceeds are not eligible, as outlined below.

1.2.1 Ineligible organizations

The following groups and organizations are not eligible for a gaming event licence:

- for-profit businesses or groups;
- not-for-profit businesses or groups supporting a for-profit business or organization;
- political lobby groups or organizations that:
 - persuade the public to adopt a particular view on a political issue;
 - promote a political purpose; or
 - seek to bring about or oppose changes in the law or government policy;
- agents of federal, provincial, regional, or municipal governments;
- hospitals, medical or health care facilities (this does *not* include organizations such as hospital or healthcare foundations);
- educational institutions, schools, or school authorities;
- penal institutions or correction centres;



- government-operated libraries, museums, galleries, recreation centres, or similar facilities;
- organizations whose objectives, programs, or expenditures do not conform with BC's laws, regulations, or public policy; and
- organizations promoting racial or ethnic superiority, religious intolerance, persecution, or social change through unlawful action.

1.2.2 Ineligible proceeds

Gaming event proceeds cannot be used for:

- Personal gain;
- Costs unrelated to the direct delivery of an organization's programs and services as approved on their licence;
- Travel that is social, recreational, or invitational in nature, or travel for annual general meetings, board meetings, retreats, or conferences;
- Out-of-province or out-of-country aid, except as approved for disaster or emergency relief outside of BC (see [section 1.4.2 Uses of proceeds: special approval](#));
- National or international organizations, except as noted above;
- Debt, loan, or interest payments;
- Sustainment or endowment funds;
- Professional development of staff (not including training for volunteers);
- Subsidizing contracts or services delivered by third parties;
- Social committees for paid employees;
- Subsidized housing programs;
- Programs otherwise funded by government;¹ or
- Items or services that a publicly funded institution is required to provide under statute.²

1.3 Requirements by licence class

Gaming event licences are divided into three classes. For each class, you must meet two key eligibility requirements:

1. Applicant requirements: Who can apply (e.g., type of organization or group).
2. Use of proceeds requirements: How the gaming proceeds may be used.

¹ Gaming proceeds cannot replace government funding. If a program is fully government funded, gaming funds may not be used for the same expenses. They can, however, supplement government funded programs e.g., adding enhancements like extra programming, recreational activities, or capital improvements not covered by core funding.

² Gaming proceeds cannot be used for items or services that a public institution (such as a school, hospital, or municipality) is legally required to provide under legislation or regulation.



Before applying, ensure your organization meets both requirements for the class of licence you are seeking.

Licence Class	Who Can Apply	Use of Proceeds
Class A Charitable or Religious Organization	Not-for-profit organization with a board making an ongoing charitable contribution to the community	You're raising funds for your organization's own charitable programs or services OR You're raising funds to donate to another organization that delivers charitable programs or services
Class B Community Fundraising Group	Not-for-profit organizations, unstructured groups or community members	You're raising funds for a charitable or religious organization OR You're raising funds for another community benefit
Class C Fair or Exhibition	Fair or exhibition designated by the general manager of the IGCO	You're raising funds for the fair or exhibition's own programs or purposes

Class B allows the most flexibility for eligibility. Even if your organization is eligible for a Class A or C licence, you may choose a Class B licence instead. However, Class B licences have lower limits on ticket prices, prize values, game options and a maximum allowed projected revenue.

Your best choice depends on:

- (1) The type of game you plan to run, and
- (2) How much money you expect to raise (which affects your licence fee).

See the sections below on each licence class for details.

1.3.1 Class A licence: charitable or religious organizations

A Class A licence is for charitable or religious organizations raising funds for charitable or religious purposes in accordance with section 207 (1) (b) of the *Criminal Code*.

Class A applies to your organization if:

- You're a not-for-profit organization with a governing body, an established constitution or bylaws, and are making an ongoing charitable contribution to your community



AND

You run your own programs and services with a charitable or religious purpose³

OR

You primarily raise funds to donate to a charitable or religious organization with a charitable or religious purpose

Charitable purposes include:

- Alleviation of poverty;
- Promotion of education;
- Development of religion; and
- Other purposes that bring about benefits to the community, including contributing to the welfare of the public.

The Government of Canada provides further information on [what is charitable](#) and what is considered a [charitable purpose](#).

As outlined in section 1.2 *Are you eligible?*, all activities must comply with provincial and federal laws, regulations, and public policy, and proceeds cannot be used for ineligible purposes, personal profit, or private gain.

Types of organizations that fit under Class A include:

1. Direct service Charitable or Religious Organization
2. Charitable Community Service Organizations
3. Parents’ Advisory Councils
4. Sports Associations

Examples



Direct Service Charitable or Religious Organizations

The Canada Revenue Agency (CRA) registered Canadian Red Cross in BC raises funds for wildfire relief for a BC community



Charitable Community Service Organization

A Lions Club raises funds for donation to their local foodbank



Parents’ Advisory Councils

A middle school Parents’ Advisory Council raises funds for a new playground for their school



Sports Association

A hockey association raises funds for a children’s sports skills camp

³ See Appendix 2: Examples of Eligible Programs, Services or Purposes



**Direct Service Charitable or Religious Organizations
(includes Foundations and National Organizations)**

A direct service charitable or religious organization is a not-for-profit organization, foundation (e.g., a hospital/healthcare foundation or auxiliary, university or college foundation or a “friends of” group), or national organization that directly provides programs or services benefiting the community. While many hold a CRA charitable registration number, this is not mandatory for eligibility.

To qualify, your direct service charitable or religious organization must meet the following applicant and use of proceeds requirements.

Direct Service Charitable or Religious Organizations

with a CRA number

Applicant Requirements

- ✔ Holds a valid CRA charitable registration number;
- ✔ Has a majority of board members that are democratically chosen by, and from within, the volunteer base (i.e., not appointed either internally or by any other organization or level of government); and
- ✔ Has majority representation in BC.

without a CRA number

Applicant Requirements

- ✔ Is a charitable or religious organization;
- ✔ Is operated on a not-for-profit basis;
- ✔ Directly delivers programs or services that benefit the broader community or a significant portion of British Columbians;⁴
- ✔ Has broad membership involvement in the governance, management and delivery of its programs and services, with participation that includes volunteers;⁵
- ✔ Has a majority of board members that are democratically chosen by, and from within, the volunteer base (i.e., not appointed either internally or by any other organization or level of government);
- ✔ Has board members that do not receive remuneration or other financial benefit for their services on the board; and
- ✔ Has majority representation in BC.

Foundations must also:

⁴ Instead of directly delivering, foundations must fund or support these programs or services (see requirements for foundations below).

⁵ Note: some gaming event roles must be filled by volunteers, as required in the Terms and Conditions.



- ✓ Fund or support programs or services that benefit the broader community or a significant portion of British Columbians; and

National Organizations must also:

- ✓ Have a governing body within BC (including members who reside in BC).
- ✳ *Documents must be provided at the national level (e.g., national constitution, bylaws, etc.).*

Use of Proceeds Requirements

- ✓ Must use gaming proceeds to deliver their own charitable or religious programs or services. However, not all expenses are considered an eligible use of proceeds (see [section 1.4 Use of proceeds: further information](#)).

Foundations must also:

- ✓ Use gaming proceeds only to directly benefit the client group of the institution supported by the foundation.⁶

National Organizations must also:

- ✓ Use gaming proceeds to support the delivery of their programs and services within BC, for the benefit of British Columbians.⁷

Charitable Community Service Organizations

Charitable Community Service Organizations (CSOs) are defined as structured service groups whose main purpose is to raise funds to support community causes on behalf of direct service charitable or religious organizations. Examples of CSOs include Legions, Rotaries, Elks, Shriners, etc.

To qualify, your CSO must meet the following applicant and use of proceeds requirements.

Charitable Community Service Organizations

- Applicant Requirements**
- ✓ Organization that raises funds for direct service charitable or religious recipient organizations;
 - ✓ Is operated on a not-for-profit basis;

⁶ Examples of eligible uses of proceeds for foundations include: equipment and patient comforts for a hospital; bursaries or scholarships for students at a post-secondary institution; and specialty items for library or museum patrons (e.g., tables, chairs, or décor).

⁷ Examples of eligible uses of proceeds for National Organizations include programs and services that the national organization provides in BC, such as natural disaster relief or refugee support programs.



- Has broad membership involvement in the governance, management and delivery of its programs and services, with participation that includes volunteers;⁸
- Has a majority of board members that are democratically chosen by, and from within, the volunteer base (i.e., not appointed either internally or by any other organization or level of government);
- Has board members that do not receive remuneration or other financial benefit for their services on the board; and
- Has majority representation in BC.

**Use of
Proceeds
Requirements**

Must raise funds for one of the following:

- For donation to a direct service charitable or religious organization;
- For its own use, if the CSO itself directly operates a charitable program with a CRA number and is raising funds to support that program (e.g., poppy fund)); or
- For donation to a scholarship or bursary (see additional information in the "[Eligible Use of Proceeds](#)" section below).
- A one-time donation to an individual or family in the CSO community for emergency or exceptional needs (e.g., loss of home or belongings).
- May not receive gaming donations from, or donate gaming proceeds to, a Community Fundraising Group or another CSO.

Recipient organizations

A recipient organization is an organization that intends to receive gaming fund donations.

Any organization receiving gaming funds from a Charitable Community Service Organization under a Class A licence must meet the eligibility requirements for a Direct Service Charitable or Religious Organization.

Before any gaming funds can be donated, the recipient organization must meet all applicant eligibility and use of proceeds requirements applicable to a Direct Service Charitable or Religious Organization.

CSO administration fees

Administration fees are operating or maintenance costs that CSOs may cover with a small portion of gaming proceeds. These are not the same as the use of proceeds listed on your application. Examples of eligible administration fees may include, but are not limited to:

- General maintenance and upkeep of the building used to run the organization
- Utilities

⁸ Note: Some gaming event roles must be filled by volunteers, as required in the Terms and Conditions.



- First aid kits
- Point of sale machines
- Administrative supplies

Important

- CSOs may retain no more than 15% of the net gaming proceeds from each licensed gaming event to cover eligible administration costs, regardless of licence class (A or B).
- These funds must be disbursed within 12 months of the end date of the gaming event licence under which they were raised.
- If you run an event with a partner, only the CSO that holds the licence may retain administration fees (see [section 2.1.5 Partnership licences](#) for more details).
- CSOs that retain administration fees must report them on their Gaming Event Revenue and Disbursement Report (GERDR).

Parents' Advisory Councils

Parents' Advisory Councils (PACs) are independent, not-for-profit groups made up of parents or guardians of students at a school. Their purpose is to support student experiences and learning by providing input, raising funds, and fostering parent involvement.

To qualify, your PAC must meet the following applicant and use of proceeds requirements:

Parents' Advisory Councils

- | | |
|-------------------------------------|---|
| Applicant Requirements | <ul style="list-style-type: none">✓ Operates under the <i>BC School Act</i>;✓ Operates on a not-for-profit basis;✓ Has broad membership (inclusive of parents/guardians) involvement in the governance, management and delivery of its programs and services, with participation that includes volunteers⁹;✓ Has board members that do not receive remuneration or other financial benefit for their services on the board; and✓ Has a majority of board members that are democratically chosen by, and from within, the volunteer base (i.e., not appointed either internally or by any other organization or level of government). |
| Use of Proceeds Requirements | <ul style="list-style-type: none">✓ Gaming proceeds must remain under the control and management of the PAC.✓ Gaming proceeds used by a PAC must:<ul style="list-style-type: none">○ be used for schools located within BC, and |

⁹ Note: some gaming event roles must be filled by volunteers, as required in the Terms and Conditions.



- directly benefit BC students by enhancing extracurricular opportunities and activities for all students currently attending the school(s) represented by the PAC.¹⁰
- ☒ Gaming proceeds used by a PAC must not:
 - be used for curriculum-based purposes, programs, or items that the school is responsible for covering, or
 - be transferred directly to a school or school district.

Sports Associations

Sports associations are organizations, clubs, and groups that deliver adult, youth and/or amateur sports programs (e.g., more than one team or group) that provide opportunities for people of all ages to participate in organized, competitive physical activities. This includes but is not limited to youth and adult sports (i.e. soccer, swimming, hockey, skating, basketball, baseball, biking, rowing/paddling, sailing, martial arts, skiing, etc.), Special Olympics, and Seniors Games.

To qualify, your sports association must meet the following applicant and use of proceeds requirements:

Sports Associations

Applicant Requirements

- ☑ Delivers adult, youth, or amateur sports programs open to the community;
- ☑ Operates on a not-for-profit basis;
- ☑ Has broad membership involvement in the governance, management and delivery of its programs and services, with participation that includes volunteers;¹¹
- ☑ Has a majority of board members that are democratically chosen by, and from within, the volunteer base (i.e., not appointed either internally or by any other organization or level of government); and
- ☑ Has board members that do not receive remuneration or other financial benefit for their services on the board.

¹⁰ As an example, PACs may use gaming proceeds to help cover: student publications (e.g., newsletters, yearbooks); student competitions (e.g., writing, debating, chess, music); student societies (e.g., drama club, student society); student ceremonies (e.g., graduation, dry grad); student conferences or educational field trips within BC; uniforms and equipment for extracurricular activities; capital acquisitions directly benefiting students (e.g., playground equipment, student computers for extracurricular groups or activities); capital projects directly benefiting students excluding school maintenance or construction (see [section 1.4.2 Uses of proceeds: special approval](#)); awards and trophies; scholarships and bursaries (with restrictions as noted above); student transportation and travel within BC; and student transportation and travel outside of BC (see [1.4.2 Uses of Proceeds with Restrictions](#)).

¹¹ Note: Some gaming event roles must be filled by volunteers, as required in the Terms and Conditions.



Use of Proceeds Requirements

- Gaming proceeds must support the delivery of sports programs and events in BC.
- Gaming proceeds from a Class A licence must be evenly distributed across all of the association's programs, unless the association is applying specifically on behalf of one of its sports teams.

Eligibility to apply for a Class A licence on behalf of sports teams

Sports associations may apply for a Class A licence on behalf of:

- Amateur youth sports teams; and
- Amateur adult sports teams that represent the sport at an international level (e.g., the Olympics or Commonwealth Games).

All other amateur adult sports teams may benefit from fundraising conducted by their association under a Class A licence, provided that the proceeds are distributed evenly across all programs in the association.

Amateur youth and adult sports teams may also apply for their own Class B licence if they choose to fundraise independently.

1.3.2 Class B licence: Community Fundraising Group

Class B licences are for individuals or groups raising funds for charitable purposes or general community benefit, in accordance with section 207(1)(d) of the [Criminal Code](#). Under this licence, the value of individual prizes cannot exceed \$500 each, the cost of a ticket cannot exceed \$2 each, and the total funds intended to be raised cannot exceed \$20,000.

Class B applies to you if:

- You're a non-profit organization, unstructured group, or community member

AND

- You're raising funds for a charitable or religious organization
- OR**
- You're raising funds for other community benefit¹²

Community benefit means an activity, service, or purpose that provides a clear and direct positive impact to the broader community or to a defined segment of the public, beyond the private interests of the organizers or a small, closed group. Community benefit includes, but is not limited to:

¹² See Appendix 2: Examples of Eligible Programs, Services or Purposes.



- Relief of hardship or distress;
- Promotion of health, wellness, and recreation;
- Support for culture, heritage, and the arts;
- Advancement of social inclusion and community connections;
- Environmental protection and sustainability;
- Public safety and community resilience; and
- Other activities that provide a clear, direct, and demonstrable benefit to the community or a defined group within it.

As outlined in [section 1.2 Are you eligible?](#), all activities must comply with provincial and federal laws, regulations, and public policy. Gaming proceeds cannot be used for ineligible purposes, personal profit, or private gain.

Remember: Even if your organization is eligible for a Class A or C licence, you may choose a Class B licence instead, depending on the size of your event and the games you would like to run.

Examples of Eligible Uses



Cultural Association

A Ukrainian cultural association funds a heritage display at a local museum.



Dance Group

Parents of a youth dance group raise funds to cover the team’s travel costs for a non-profit dance festival.



Informal Community Group

A group of office colleagues raise funds to donate to a family facing the recent loss of their belongings to fire.



Sports Teams

A youth soccer team raises funds to purchase uniforms for all team members.

To qualify, your community fundraising group must meet the following applicant and use of proceeds requirements:

Community Fundraising Group

Applicant Requirements Must be an individual, unstructured group, or community group that is not listed as ineligible (see [section 1.2 Are you eligible?](#))

Use of Proceeds Requirements Must raise funds for one of the following:

Donation to a charitable or religious organization; or



- ✔ Community benefit in accordance with all use of proceeds requirements (see [section 1.2.2 Ineligible proceeds](#) and [1.4 Use of proceeds: further information](#))

1.3.3 Class C licence: fairs and exhibitions

Class C licences are for fairs and exhibitions that intend to raise funds for their fair or exhibition, in accordance with section 207 (1) (c) of the [Criminal Code](#).

Class C applies to you if:

- ✔ You're a fair or exhibition designated by the general manager

AND

- ✔ You're raising funds to be used for the fair or exhibition's own programs, services or purposes

Examples of Eligible Uses



For the development of the fair or exhibition grounds (e.g., repairs to exhibition buildings, adding accessibility upgrades to facilities)



To purchase equipment used in the operation of the fair or exhibition (e.g., microphone and speakers for announcing, stanchions for organizing lines of people)

To qualify, your fair or exhibition must meet the following applicant and use of proceeds requirements:

Fair or Exhibition

- Applicant Requirements**
- ✔ Must be designated as a fair or exhibition by the general manager (see *Becoming a designated fair or exhibition* below);
 - ✔ Must be operated as a non-profit organization;
 - ✔ Must be open to the public;
 - ✔ Must include numerous competitions or displays of public interest, such as those related to agriculture, livestock, fishing, horticulture, and/or creative living; and



- ✔ Must have an event venue secured at the time of the application.¹³

**Use of
Proceeds
Requirements**

- ✔ Must use gaming proceeds for your own purposes and/or the delivery of your own programs or services within BC.

Becoming a designated fair or exhibition

Before applying for a gaming event licence, you must first be approved by the general manager:

1. Submit a Fair or Exhibition Approval Request Form using the [Gaming Online Service \(GOS\)](#).
2. After submitting your request, you'll receive a application number in GOS. Email your application number to IGCO at Charitable.Gaming@igcobic.ca so the IGCO knows your request has been submitted.
3. The general manager will review your request and may:
 - Request additional information;
 - Approve the application; or
 - Reject the application.
4. If approved as a designated fair or exhibition, you are eligible to apply for a Class C charitable gaming event licence.

Commented [TH2]: Needs link to F&E application in GOS.

Commented [AC3]: Alex please link to Fair and Exhibition application in GOS

1.4 Use of proceeds: further information

This section will help you confirm whether your planned use of the proceeds generated from your licence is allowed and if there are any restrictions or special approvals required.

1.4.1 Use of proceeds: examples and restrictions

To help guide your planning, the following examples illustrate eligible ways gaming proceeds may be used to support the programs, services, or purpose as stated in your application (see Appendix 2 for some examples of eligible programs, services, or purpose). This section also helps explain restrictions and requirements associated with some eligible uses of proceeds. Review this section carefully if you intend to use your gaming proceeds for any of the purposes listed below.

Please note these are examples only and the list is not exhaustive.

¹³ Note: You may be required to provide evidence that your event venue is secured, such as through municipal permits or rental agreements, if requested by the IGCO.



General Uses	Description	Restrictions
Organizational Operational Costs	Expenses associated with the maintenance and administration of an organization's programs or services (e.g., wages; insurance; utilities; facility rental; equipment; or administrative supplies).	Must be directly tied to the delivery of the programs, services or purpose stated in your application.
Equipment	Equipment used to deliver an organization's programs or services.	Must be directly tied to the delivery of the programs, services or purpose stated in your application.
Travel (within BC)	Travel required to deliver an organization's programs or services.	Must be directly tied to the delivery of the programs, services, or purpose stated in your application and occur within BC. Excludes social travel and travel for paid staff. Out-of-province travel requires special approval (see 1.4.2).
Membership Fees	Memberships that support the organization's operations or maintain affiliation with representative bodies.	Must be directly related to the organization's purpose or required to maintain membership in a representative association.
Capital Acquisitions	Purchase of assets used to deliver programs or services (e.g., computers, playground equipment, furniture, vehicles).	Assets must be used to deliver the programs or services stated in your application. Projects or purchases valued at \$20,000 or more require special approval.
Scholarships & Bursaries	Scholarships and bursaries offered through a program administered by the licensee's board, which establishes the selection criteria and award procedures.	Funds must be disbursed directly to the award recipient, a conduit organization acting according to the donor's criteria, or a student account at an educational institution. The program must be open to post-secondary applicants in the broader community and cannot be restricted to members of the licensee's organization. Scholarships or bursaries must not be created to benefit a specific individual.
Medical Research	Grants that support medical research conducted within BC	The organization must demonstrate that all gaming proceeds will be used



General Uses	Description	Restrictions
	under a formal grant agreement.	solely for medical research carried out in BC.
Building Projects	Construction, renovation, maintenance of facilities, or property development directly supporting an organization's programs and services.	Must be essential to the delivery of the programs and services stated in your application. Projects valued at \$20,000 or more require special approval (see 1.4.2).

1.4.2 Uses of proceeds: special approval

Some uses of gaming proceeds require special approval by the general manager. If you intend to use your proceeds for a major capital project, out of province travel, or disaster or emergency relief outside of BC, the sections below explain the requirements for receiving special approval.

Major capital projects

Major capital projects include the construction of new facilities, renovation or maintenance of existing facilities, and property development. If you want to use gaming proceeds for a major capital project valued at \$20,000 or more, you must submit a Special Request for Capital Project Approval form in [GOS](#).

For information on major capital project funding criteria, see section 7 of the [Special Request for Capital Project Approval form](#).

Important

Any funds raised through licensed gaming events must be spent on the major capital project within three years, unless the general manager has granted approval to extend the timeline.

Housing projects

Housing projects may be eligible if they benefit specific groups, including community housing for seniors, supportive housing for people with a disability, transitional housing, and emergency housing for crisis situations. Net proceeds from a gaming event may not be used to support housing that benefits individuals or members, such as a co-operative housing unit.

To be considered an eligible use of proceeds, housing projects must meet certain conditions including:

- For major capital projects that are valued at \$20,000 or more, gaming proceeds must be spent within three years (see [section 1.4.2 Uses of proceeds: special approval](#));
- The housing complex must be operated by a direct service charitable or religious organization;

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- The housing complex must not be transferred to a local health authority or local government after it is built;
- There must be a written plan to deliver programming suitable to the residents in the complex;
- The organization must either own the land for the project or have the property on a long-term lease; and
- In the case of a new housing complex, there must be a plan in place to determine the gross costs prior to a licence being issued.

Out-of-province travel

If you would like to use your gaming proceeds for out-of-province travel (e.g., international travel or travel to another province), you:

- Traveler(s) information and, if applicable, affiliation with the group;
- Purpose of travel;
- Destination;
- Travel start and end dates;
- Total estimated costs, including description (i.e., flights and hotel); and
- Total gaming proceeds that will be used for out-of-province travel.

These travel requests will be approved only in circumstances related to:

- Individuals or groups representing BC as a result of merit achieved through organized competition;
- Individuals or groups involved in regional amateur competition in a recognized league;
- Medical treatment that is unavailable in BC; or
- Student transportation and travel where the student group:
 - Is representing the school as a result of merit;
 - Is participating in an extra-curricular sport or activity;
 - Has been selected based on a level of creative achievement or success; or
 - Is entered in a recognized competition with a formal evaluation or adjudication process.

You must submit a out-of-province travel form in [GOS](#).

Disaster or emergency relief outside of BC

You may be approved to use your gaming proceeds to assist with relief efforts for victims of disasters and emergencies that have occurred outside of BC. To qualify, an organization must obtain pre-approval from the General Manager to fundraise for that specific disaster or emergency.

Before you submit a licence application, please email the IGCO at Charitable.Gaming@igcobic.ca with a detailed description of how your proposed use of proceeds will support the disaster or emergency. The IGCO will review the request to determine whether your use of proceeds is approved.

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1.5 How much will a licence cost?

Charitable gaming event licence class fees are based on the projected gross revenue of your gaming event. Projected gross revenue is the total amount you expect to raise at a gaming event before expenses are deducted.

CLASS	PROJECTED GROSS REVENUE	FEE
Class A	\$250,000 or more	\$500
	\$50,000 to less than \$250,000	\$250
	\$20,000 to less than \$50,000	\$150
	Less than \$20,000	\$75
Class B	\$5,000 to \$20,000	\$75
	Less than \$5,000	\$25
Class C	\$250,000 or more	\$500
	\$50,000 to less than \$250,000	\$250
	Less than \$50,000	\$150

Important

If a Class A licensee anticipates raising more than \$250,000 in gross revenue throughout the licence period, two members of the Class A licensee's organization that are responsible for the event must be registered by the general manager as gaming workers [[link to application](#)].



1.6 What games are allowed?

The types of games you're allowed to run depends on the class of licence you're issued.

	Class A	Class B	Class C
Ticket Raffles	✓	✓	✓
Bingo	✓	✓	✓
Poker	✓		
Casino Games	✓		✓

1.6.1 Types of games

When deciding what type of game to offer at your event, it's helpful to understand your options and any restrictions that may apply. The sections below provide an overview of various game types, including raffles, bingo, poker, and casino games, to help you choose the one that best suits your event.

Ticket raffles

A ticket raffle is a gaming event where participants purchase tickets for a chance to win a prize. Ticket raffles are a common and flexible fundraising method for gaming event licensees.

Important

All ticket raffles are subject to the following limit:

- All ticket sales and the draw must be completed within 12 months of the event start date; raffles cannot exceed a 12-month duration.

Regular ticket raffles, percentage raffles and token raffles may be licensed in three ways:

- **Single-day event:** Tickets are sold and drawn on the same day. Ticket purchasers must be present at the time of the draw to claim their prize.
- **Multi-day event:** Tickets are sold over multiple days, with only one draw held on the approved draw date. Only one draw is permitted under the licence.
- **Multi-series event:** Tickets are sold for multiple separate draws, each with its own ticket sales and draw dates, all under the same licence. These draws can run for up to 12 months but individual draws in a series cannot exceed six months.

Payroll deduction raffles and calendar raffles are not eligible to be licensed for multi-series events.



If you are holding only one draw, apply for a single event licence.

If you are holding multiple draws, either on the same day or over several days or months, apply for a series licence. Only the event type approved on your licence may be conducted.

Regular ticket raffles

A regular ticket raffle is the most common type, where a person buys a ticket for a chance to win a prize.

Requirements

Tickets: Licensees must distribute a two-part ticket, one part to the purchaser and the stub is retained by the licensee. If approved for a single-day raffle or series of single-day raffles, bearer tickets may be used instead.

Discounted sales: Discounted tickets are permitted (e.g., “1 for \$5” or “3 for \$10”).

Selecting winners: Prize winners are typically drawn from collected ticket stubs. An Electronic Raffle System (ERS) may be used only if approved on your licence.

Prizes: May include cash, merchandise, gift cards, trips, services, or other lawful items approved on your licence. Prizes must match what is listed on the licence and be available as described at the time of the draw.

Special conditions: Only regular ticket raffles may include early bird draws or reverse elimination draws.

Percentage ticket raffle (e.g., 50/50)

A percentage raffle awards a predetermined percentage of ticket sales as the prize, based on the number of tickets sold. Percentage raffles are often referred to as 50/50 raffles, but percentage raffles may also be split between one or more winners in alternate ways (i.e., 60/40, 70/30), if approved under the licence. Percentage raffles may also include a series of percentage ticket raffles over a period not exceeding 12 months.

Requirements

Tickets: Licensees must distribute a two-part ticket, one part to the purchaser and the stub retained by the licensee. If approved for a single-day raffle or a series of single-day raffles, bearer tickets may be used instead.

Discounted sales: Discounted tickets are permitted (e.g., “1 for \$5” or “3 for \$10”).

Selecting winners: Prize winners are typically drawn from collected ticket stubs. An Electronic Raffle System (ERS) may be used only if approved on your licence.

Prizes: For percentage-based raffles, prizes are paid from the event’s gross revenue and must be awarded exactly as advertised and approved on the licence. Only cash prizes may be offered, as specified on the percentage raffle licence.

Special conditions: Licensees may guarantee a minimum prize pot (a start up prize) for percentage raffles but only using funds that are not from gaming event revenue. If you would like to guarantee a minimum prize pot, you must email the IGCO at



Charitable.Gaming@igcobc.ca to obtain approval. The prize will be generated based on the number of participants, as outlined in the house rules. If the prize generated through the event does not meet the minimum guaranteed prize amount, the licensee must pay the difference.

Token raffle

A token raffle links each sold ticket's unique number to a corresponding object or token used to determine the winner. Common examples include rubber duck races, poker rides, cake walks, and similar events. Token raffles can also include games without a physical token (e.g., Heads or Tails) if all other raffle requirements are met.

Requirements

Tickets: Each ticket typically has three parts (1) one part retained by the purchaser, (2) a stub (counterfoil) retained by the licensee, and (3) a corresponding token used to determine the winner.

Selecting winners: The type of token raffle and method of determining winners must be described in your application and approved on your licence.

Prizes: May include cash, merchandise, gift cards, trips, services, or other lawful items approved on your licence. All prizes must match what is listed on the licence and be available as described at the time of the draw.

Payroll deduction raffle

A payroll deduction raffle allows employees of the licensee to participate by consenting to have a set amount deducted from their paycheques. Each deduction counts as a single entry into the raffle, and one or more participating employee(s) win a percentage of the total money collected.

Requirements

Eligibility: Payroll deduction raffles may only be held under Class A licences, and the employer running the raffle must be the licensee.

Tickets: The deducted amount from each employee's paycheque serves as a single entry into the draw.

Selecting winners: Prize winner(s) are typically drawn from participating employees' names or ticket stubs from a draw container. An Electronic Raffle System (ERS) may be used only if approved on your licence.

Prizes: Prizes are based on a predetermined percentage of the total deductions and must be clearly stated on the licence.

Special conditions: Written permission from the employee is required to be able to hold a payroll deduction raffle, as their employer (the licensee) is responsible for making deductions from wages when the employee consents to participate in the raffle. If you run a payroll deduction raffle, you are responsible for ensuring that participating employees



complete an employee consent form indicating their consent to participate in the raffle by deducting funds from their pay.

Employees must have the option to withdraw from, or participate in, the gaming event at any time during the licence period.

Calendar raffle

A calendar raffle allows participants to purchase a numbered calendar that serves as their ticket, giving multiple chances to win prizes on designated dates over a set period, typically ranging from one month to one year.

Requirements

Tickets: Each ticket consists of two parts, the purchaser retains the calendar, while the gaming event licensee keeps the corresponding ticket stub.

Selecting winners: All winning tickets are drawn at once, in accordance with the raffle's specified cut-off date and time. Prize winners are then announced on the designated prize dates listed in the calendar.

Prizes: Prizes may include cash, merchandise, gift cards, trips, services, or other lawful items approved on your licence. All prizes must match what is listed on the licence and be available as described at the time of the draw.

Event pool, sports pool, and player drafts

An event pool is where each ticket includes a pre-selected result at an upcoming event, or in the case of sports pools, a series of sporting events. The winner is determined by having the ticket with the selection closest to the actual event results.

Requirements

Tickets: Each ticket represents a participant's pre-selected outcome. The licensee must retain a record of these selections.

Selecting winners: The winner is determined strictly according to the pre-selected outcomes closest to the actual results.

Prizes: Prizes must comply with what is approved on the licence.

Restrictions

- A sports pool based on the outcome of a single sporting event will not be approved for licensing.
- A sports pool based on the outcome of the organization's own team, or what could be deemed as an organization's own team, is not permitted.
- Pools and drafts for events and competitions that primarily involve minors (e.g., betting on minor hockey leagues) are not permitted.



Bingo

Bingo is a game of chance in which players mark numbers on their cards as numbers are drawn randomly. Licensed charitable gaming events offering bingo are subject to the following limits:

- You cannot have more than 104 bingo events in a calendar year.
- You cannot hold a bingo game that runs for more than one day.

You also have the option to structure prize pots in specific ways:

- **Guaranteed prize pot:** You may guarantee a minimum prize pot (a start-up prize) but only using funds that are not from gaming event revenue. The prize will be generated based on the number of participants, as outlined in the house rules. If the prize generated through the event does not meet the minimum guaranteed prize amount, the licensee must pay the difference.
- **Seeded prize pot:** You may seed a prize pot but only using gaming event revenue from a previous event operated by the licensee to ensure the prize starts at a certain amount. The prize pot begins with the seeded amount and increases with the number of participants, as outlined in the event's house rules.¹⁴ Money used to seed a pot is not considered part of the sales revenue.
- **Seeding** is only permitted for bingo, must be requested in your application, and cannot exceed twice the guaranteed prize pot for any single bingo game. (Please note that progressive prize pots are only permitted for bingo (e.g., a raffle cannot have a progressive prize pot).

Regular Bingo Games

In a regular game, each game has a designated pattern that must be covered off on players' cards. The first player to finish the pattern based on the numbers called is the winner. Common patterns include postage stamps, all four corners, "L" shape, blackout and others.

Combination Bingo Games

Combination games are regular bingo games where more than one game is played on the same bingo card. For example, the first game could require the four corners to be covered. After that prize is awarded, the next game could require the entire outside square to be covered, and the last game could require the entire card to be blacked out.

Pre-Called and Odd-Even Games

Pre-called games are bingo games where many calls are required to determine a winner, so some numbers are called at the beginning of the event to allow the game to be played more

¹⁴ For example, if a gaming event licensee seeds a prize pot with \$100 and participation in the event generates a further \$200 for the prize pot, the total prize pot that must be paid is \$300.



quickly. Pre-called games are usually games that offer the largest prizes and are often referred to as “specials”. Sealed cards must be used for pre-called games.

Another type of pre-called game is odd-even. In an odd-even game, either all the odd or all the even numbers on a card are considered ‘wild’ and may be filled in at the beginning of the game rather than having to be called by the caller. Various methods may be used to determine if the odd or even numbers will be wild for a game, but in all cases, the method used must be clearly stated in the house rules. Sealed cards must be used for odd-even games.

Progressive Prize Games

Progressive games, often called carryover games, require the winning combination to be achieved within a specified number of calls for each game.

If a winner is not declared by the final call of a game, the prize is carried over to the next bingo event, allowing the prize to grow until it is won. If the progressive prize is not won within the specified number of calls, the caller continues to call numbers until a winner is declared; however, the winner is awarded a smaller consolation prize rather than the progressive jackpot.

One way to ensure progressive prizes become easier to win over time is to increase the number of calls in which the prize may be won at each successive event.

Bonus Prize Games

A bonus game is not a standalone bingo game but rather an add-on bonus prize attached to regular or combination bingo games.

Players playing a bingo game that offer a bonus have the option to pay an extra fee to be eligible for the bonus prize by adding a new win-condition that is separate from the criteria for winning the regular or combination bingo game. Choosing not to play the bonus game does not affect the player’s chance of winning the regular bingo prize nor the amount the player may win.

The bonus prize is won when a bingo game is completed in a very specific manner by a player who has paid the extra money to play the bonus game concurrently with the regular or combination bingo game. Since the bonus prize is designed to be rarely won, the bonus prize pot can grow quite large before it is won.

There is no limit to the size a bonus prize may grow.

Hybrid Games

Hybrid games, often called “G” balls, require the winning combination to be achieved within a specific number of calls determined by a specific “ball”. This specified ball is often the first “G” ball of the event that is drawn (e.g., G 56) and typically differs for each event.

If a winner is not declared by the time the “specified ball” is called (e.g., G 56), the prize is carried over to the next bingo event. If the hybrid prize is not won, the caller continues to call numbers until a winner is declared for that game, however, the winner is awarded a



smaller consolation prize rather than the hybrid prize jackpot. While there is no limit to the size to which a hybrid game may grow, if the prize for a series of bonus prize/hybrid games reaches \$30,000, you must modify the game to allow the prize to be won more easily.

Poker

Poker is a card game in which players bet on the strength of their hands. Licensed charitable gaming events offering poker are subject to the following limits:

- You cannot hold more than 52 poker events in a calendar year.
- A venue cannot host more than one licensed poker event per week.
- Gross revenue for each individual poker event is limited to \$10,000 and total gross revenue is limited to \$50,000 per calendar year.
- You cannot charge more than \$100 per player to participate.
- You cannot have more than 100 players per event.
- You cannot take a rake (i.e., a portion of the pot as a fee).
- The total value of prizes per event (including cash and the retail value of merchandise prizes) cannot exceed \$2,000. Individual prizes cannot exceed \$1,000 per player.

Casino Games

Casino games include Wheel of Fortune and table games such as Blackjack and Red Dog. Licensed charitable gaming events offering casino games are subject to the following limits:

- Bets must not exceed \$20 per game.
- Poker is not permitted under a casino games licence. If you wish to offer poker, you must apply for a separate poker gaming event licence.

Wheel of Fortune

Wheel of Fortune is a game played using a spinning wheel divided into sections by pegs. Each section displays a number or symbol (e.g., Money Wheel, Crown and Anchor, 7 Under/Over, or Colour Wheel). Players place bets on the number or symbol they believe the wheel will stop on. After the wheel is spun, the winning outcome is determined by where the clapper comes to rest.

Licensed charitable gaming events offering Wheel of Fortune are subject to the following limits:

- A maximum of 52 Wheel of Fortune events may be held per calendar year.
- Wheel of Fortune may only be offered at a community event (under a Class A licence) or on the grounds of a fair or exhibition (under a Class C licence).



Table Games

Table games at licensed charitable gaming events include Blackjack and Red Dog, where players place bets and compete according to the rules of the game. Licensed charitable gaming events offering table games are subject to the following limits:

- A maximum of 12 table game events may be held in a calendar year.
- No more than 15 table games may be offered at a single casino games event.

Blackjack

A card game where players compete against the dealer, aiming to reach a hand value as close to 21 as possible without going over.

Red Dog

A card game played by two to ten players, where two cards are dealt and players bet on whether a third card drawn will have a value that falls between the first two cards.

1.6.2 Ineligible gaming events

The following list contains examples of games that meet the definition of gaming but that are not eligible to be licensed:

- Chase the Ace and other progressive ticket raffles
- Three-Card Monte (prohibited under the *Criminal Code*)
- Punch Board (prohibited under the *Criminal Code*)
- Plinko
- Dice Games
- Wine Boards
- Radio Bingo, except as allowed in live streaming [link]

1.7 What technology can you use?

When planning your charitable gaming event, it's important to understand what types of technology are allowed and how they can be used. Any technology used to run your event must be included with your application. There are two categories of allowable technology:

1. Electronic Raffle System (ERS)
2. Other digital tools

Activity	Class A	Class B	Class C
ERS	<i>Allowed if approved</i>	<i>Not permitted</i>	<i>Not permitted</i>
Other Digital Tools	<i>Event/component specific</i>	<i>Event/component specific</i>	<i>Event/component specific</i>

1.7.1 Electronic Raffle System

ERS is computer software and related equipment used to sell raffle tickets, account for sales, and facilitate the manual or electronic drawing of tickets to determine winners. ERS



can be used to help run raffle events by tracking ticket sales, selecting winners, and distributing prizes.

You can only apply to use an ERS if you are applying to run a ticket raffle under a Class A licence. ERS services that may be authorized under a Class A ticket raffle licence include:

- **Online Ticket Sales** – Selling raffle tickets through the internet using a real-time processing and payment system where the ticket is paid for and delivered immediately online.
- **Online Ticket Distribution** – Sending a ticket online, which was not purchased online.
- **Electronic Ticket Draw** – Determining a prize winner through an electronic draw using computer software or a computer application that uses a random number generator (RNG) certified by the general manager.
- **Online Prize Distribution** – Sending a prize voucher or gift certificate online for redemption, where the prizes are suitable for online distribution and each prize is worth \$2,500 or less.
- **Raffle Sales Unit (RSU)** – A point-of-sale system comprised of hardware and/or software provided by a registered gaming services provider that generates and prints or electronically delivers raffle tickets.

If you are approved to use an ERS, the system must be approved by the general manager and provided by a registered gaming services provider.

You must submit an [Addendum to Application – Electronic Raffle Systems](#) alongside your application.

1.7.2 Other digital tools

All classes of licence may use digital tools other than an ERS to help run their licensed charitable gaming event. The following list outlines the digital tools you can use:

- **Live streaming** – The live viewing of a licensed gaming event made available to the public via an electronic platform or social media website.
- **Electronic fund transfer (EFT)** – A banking service that allows funds to be transferred between accounts using email, text message, or online banking. A licensee may use an online banking EFT to allow participants to purchase raffle tickets, bingo cards or event entry and to pay for cash prizes for a ticket raffle or bingo event.
- **Online Payment** – The use of an online payment portal for the purchase of raffle tickets or bingo cards.
- **Online ordering** – The ordering, but not purchasing, of raffle tickets or bingo cards via a web-based application.
- **Scanning and emailing** – Scan and email a copy of manually generated raffle tickets to the purchaser. The scanning and emailing of bingo cards is not permitted.

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Note: Class B and C licensees may use the digital tools listed above; however, they must incorporate a manual element to be compliant with the *Criminal Code*. Therefore, they cannot conduct an electronic draw using computer software or applications that use an RNG. All draws for Class B and C licences must be completed manually.

1.8 What prizes can you offer?

When planning your gaming event, it is important to carefully consider the types of prizes you can offer. Prizes must comply with provincial regulations and the *Criminal Code*. The sections below provide guidance on general prize requirements, permitted prize types, and special considerations for certain games.

1.8.1 General prize requirements

This section outlines the basic rules that apply to all prizes offered at charitable gaming events. Understanding these general requirements helps ensure that your prizes are legal, safe, and transferable to winners.

Gaming Events Regulation (GER)

1. Some items cannot be offered as prizes (see section 6 of the [GER](#)), including:
 - Cannabis and cannabis accessories;
 - Liquor;
 - Live animals; and
 - Firearms, weapons, devices, and ammunition that are prohibited or restricted under the [Criminal Code of Canada](#).
2. Players cannot be charged a fee to claim a prize (see section 5(1) of the [GER](#)).
3. Personal property (e.g., electronics, jewelry, furniture, gift cards, vehicles, etc.) must be transferred free of liens or security interests, and all related taxes and fees must be paid by the licensee (see section 5(2) of the [GER](#)).

Gaming Control Regulation (GCR)

4. The following prize limits apply to the licence classes, as established by the *Criminal Code* (see section 20 of the [GCR](#)):

Licence Class	Class A	Class B
Limits	No limit on individual prize values	Individual prize values cannot exceed \$500 (at fair market value)

In addition, please note that a ticket or entry into a licensed gaming event cannot be awarded as a prize into another licensed gaming event.



1.8.2 Specific prize information

While general prize rules apply to all events, certain prizes have additional restrictions or considerations. The following section outlines rules for specific prize types, including age restrictions, transfer requirements, and regulatory obligations.

Firearms

Certain firearms can be offered as prizes but must comply with Canada's [Firearms Act](#) and relevant licensing requirements.

Firearms Act

Canada's [Firearms Act](#) sets out licence requirements for possession of firearms and requirements for transferring firearms.

Gaming Events Regulation (GER)

Section 6 of the [GER](#) prohibits awarding firearms, weapons, devices, and ammunition that are prohibited or restricted under the *Criminal Code* of Canada.

Liquor and cannabis

Gifts cards for alcohol and cannabis products from a provincially licensed establishment may be awarded as prizes.

Important

Gift cards for alcohol and cannabis prizes may only be awarded to winners who are 19 years of age or older.

Prize homes

Both built and unbuilt homes may be offered as prizes; however, commercial properties are not permitted.

Gaming Events Regulation (GER)

Section 5(3) of the [GER](#) specifies that real property (e.g., residential property) must be transferred free of unauthorized encumbrances, with all related taxes and fees paid by the licensee (except certain property transfer taxes).

Travel and lodging prizes

Travel and lodging prizes are subject to specific cost and transfer requirements. When presenting a travel or lodging prize or voucher to a winner, it is recommended that the licensee issue a cheque from the licensee's gaming account to cover the highest estimated costs, and have the winner sign an acknowledgement letter confirming receipt.



Gaming Events Regulation (GER)

Section 5(4) of the [GER](#) specifies that winners of travel and/or lodging prizes must receive them free of charge, with the licensee covering all required taxes and mandatory fees, but optional extras like upgrades, room service, or baggage fees are the winner's responsibility.

1.9 Conclusion

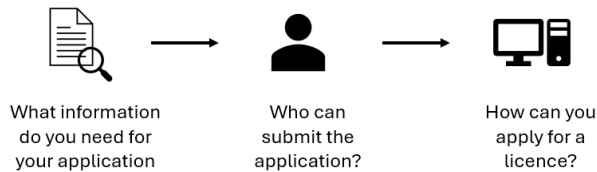
Now that you've reviewed this section, you should understand:

- Whether you need a gaming event licence
- Whether you are eligible to apply
- Whether you can use the funds as intended
- Which types of games you can run
- What class of licence to apply for
- How much your application will cost

If you meet the requirements and are ready to proceed, the next section will guide you through preparing your application.

2. The Application Process

This section will help you understand the gaming event licence application process, which should make your experience applying for a licence easier.



2.1 How do you apply for a licence?

A separate licence is required for each type of gaming event. Licences may be issued for a period of up to 12 months, and the approved duration will be clearly stated on the licence when issued.

2.1.1 Submitting an application

Applications must be submitted online using GOS on the IGCO website.

Gaming Control Act

Section 83 of [the GCA](#) states that, to apply for a licence, you must provide all the information and records required for the application and you must pay the required application fee.

Some Service BC offices may also be able to assist with the application process in person.

2.1.2 What information do you need for your application?

To make the application process easier, and to help ensure your submission is complete, this section outlines the general information and documents you will need when applying for a charitable gaming event licence.

General information requirements

All applicants must provide certain details as part of their application, including:

General Information Required



- Information about you, your organization, or the organization you plan to donate to (e.g., name, address, organizational details) and details showing that you meet the eligibility criteria for one of the three licence classes (e.g., programs, services, or purpose).
See 1.2 Are you eligible?; 1.3 Requirements by licence class; and Appendix 2: Examples of Eligible Programs, Services, or Purposes
- Supporting documents, if required (e.g., constitution and bylaws, annual general meeting details, organization revenue and expenses).¹⁵
See 2.1.2 What information do you need for your application? – When additional documents are required
- The type of gaming event you plan to run.
See 1.6 What games can you run?
- Event details (e.g., ticket price, ticket number, projected sales, draw date and location).
See 1.3 Requirements by licence class
- Prizes you plan to offer.
See 2.1.2 What information do you need for your application? – Prizes
- Whether you plan to use ERS.
- Information about what digital tools you plan to use (other than ERS).
See 2.1.2 What information do you need for your application? – Use of digital tools
- Information about how you will use the gaming proceeds.
See 1.4 Use of proceeds: further information
- Individual(s) responsible for the event (including roles and contact information).
See 2.2 Who can submit the application?
- Application Fee.
See 1.5 How much will a licence cost?

¹⁵ If supporting documents are required, you may attach them to your application or email them to gaming.licensing@gov.bc.ca after submitting.



Having this information ready in advance will make completing your application easier. The sections below outline the information and documents you will need to complete your application.

Prize information requirements

When submitting your application, you must provide:

- ✔ A complete list of all prizes and their fair market values.
 - All prizes must be legally permitted to be awarded (see [section 1.8 What prizes can you offer?](#)) and must be awarded exactly as listed in your application.
- ✳ During the licence period, the IGCO may request additional documentation to verify a prize's value, including an independent third-party appraisal for any prize purchased by or donated to the applicant.

Except for unbuilt homes, all prizes listed in your application must already be secured or in your possession when you apply. This ensures they are ready to be awarded once your licence is approved.

Some prize types require extra details for your application. The sections below explain what's needed if your prizes include non-restricted firearms, built homes, unbuilt homes, or vehicles.

Non-restricted firearms

During the application process, applicants proposing to award a non-restricted firearm as a prize must confirm that:

- ✔ The firearm is non-restricted as defined by Canada's *Criminal Code* and other relevant federal legislation.
- ✔ The acquisition of the non-restricted firearm to be used as a prize was acquired through an authorized firearms dealer in Canada.
- ✔ The non-restricted firearm will be appropriately retained and controlled by an individual who possesses a valid Possession and Acquisition Licence (PAL) for the purpose of transferring the non-restricted firearm to the prize winner.
- ✔ The winner's PAL will be inspected and verified as valid prior to awarding the firearm prize.
- ✔ The winner's name, along with their PAL number, class, and expiry date, will be recorded and retained for audit purposes.

Organizations proposing to award non-restricted firearms as prizes are required to submit a completed [Non-Restricted Firearms Form](#) with an application. This form must be submitted to Charitable.Gaming@igcobic.ca and approved as part of the gaming event licence before prizes can be advertised and awarded.

Commented [AC8]: Alex please link to "Non-restricted Firearms form (PDF) under "Supporting application forms" under the "Charitable Gaming Documents and Forms" section



Built homes

Where a prize home is fully built and complete, you must provide:

- An occupancy permit.

Unbuilt homes

Where a prize home will not be completed before the licence is issued, you or the developer must provide documentation outlining:

- A description of the home including enough detail for the winner to make an informed decision.
- Completion date.
- Value of the home as agreed upon by the developer and licensee.
- Confirmation that the home description will match all advertising.

Vehicles

Where a vehicle is awarded as a prize, your application must include:

- Whether the vehicle is purchased or donated.
- The year, make, model, colour, and Vehicle Identification Number (VIN).
- The vehicle's fair market value.
- Confirmation that vehicle description will match all advertising.

These documents may be attached to the application or submitted via email to:
Charitable.Gaming@igcobc.ca.

Game specific information requirements

Depending on the type of game you want to run, you may need to provide additional information or request specific, additional approvals as part of your licence application. While ticket raffles and bingo require additional information, there are no additional information requirements for poker and casino games. Use the ticket raffle and bingo checklists to ensure your application is complete.

Ticket raffles

The application information requirements for ticket raffles can change depending on what type of raffle you intend to run. Before applying, determine whether your event is a single raffle or a series (see [section 1.6.1 Types of games](#)) and whether you will run a regular raffle or a specialized format (e.g., token, percentage, or calendar raffle). Certain formats may require additional approvals or specific supporting documents to be submitted with your application.

Note: Separate licences are required if two or more draws will occur simultaneously in different locations, and you must submit separate applications for each required licence.



Ticket Raffles

Information required

- Maximum number of tickets that may be sold for each raffle and, if applicable, the number of tickets available in each price category.
- Sample raffle ticket(s) if you are applying to raise more than \$100,000 in gaming revenue and are not using an ERS.
Required for all ticket raffles except payroll deduction raffles, or, if a sample entry form is submitted with the application (for event pools, sports pools, and player drafts).

Email your sample ticket to the IGCO Charitable.Gaming@igcobic.ca, if required.
- A sample entry form with a section for participants to clearly indicate the predicted result.
Required for all event pools, sports pools, and player drafts if a sample ticket is not submitted with the application.

Email your sample ticket to the IGCO Charitable.Gaming@igcobic.ca, if required.
- If applying to hold an early bird draw,¹⁶ any proposed early bird draw dates, times and locations.
Permitted for regular ticket raffles only.
- A detailed description of the tokens and a detailed description of the method used to determine winners.
Required for token raffles only.
- A draw schedule listing all draw dates and the specific prizes to be awarded on each date must be attached to the online application.
Required for calendar raffles only.
- If applying to guarantee a prize pot, the prize amount that is guaranteed.¹⁷
Permitted for percentage raffles.
- * Approval is required to sell tickets interchangeably.¹⁸ Email the IGCO at Charitable.Gaming@igcobic.ca to request approval.

For an example of sample tickets please visit [Supporting Application Forms](#).

Bingo

Bingo events have unique options around frequency, prize structures, and prize pot arrangements. When planning your bingo, consider how often you will hold events and



whether you intend to guarantee or seed a prize pot. These details affect the information and special approvals you must include in your application.

Bingo

Information required

- If applying to guarantee a prize pot, the prize amount that is guaranteed.¹⁹
- If applying to seed a prize pot, the amount that will be seeded.²⁰

When additional documents are required

If you are applying for a Class A licence and your organization has not submitted the required supporting documents listed below within the past five years, you must include these documents with your application.

However, if your organization is a registered charity with the CRA under the *Income Tax Act* (not including other qualified donees), you automatically meet the eligibility criteria by providing a valid CRA charitable registration number, and no additional documentation is required.

Required documents include:

- Constitution and bylaws that outline your organization's purpose, including any special resolutions.
- Financial statements that reflect all sources of funding and clearly demonstrate the costs of running programs and/or services for the most recent fiscal year.
 - If your organization has been in operation for at least 12 months, you must provide financial statements for the previous 12 months.
 - If your organization has not been in operation for 12 months, you can provide a proposed budget covering a 12-month period that clearly shows actual and/or anticipated revenue, expenditures (including expenditures on charitable activities, management and administration), assets and liabilities.
- Documents that demonstrate your organization's activities are not-for-profit. This should include AGM minutes recording the most recent election of board members; however, other relevant documentation may also be accepted.

¹⁶ Special approval is required for early bird draws.

¹⁷ Special approval is required to guarantee a prize pot.

¹⁸ Any kind of ticket raffle licence may authorize the use of discounted tickets within the same raffle, where tickets are to be sold in group or price categories (e.g., 1 for \$2, 3 for \$5, 10 for \$10) either all at a discounted price or interchangeably with tickets at the regular price as long as the number of tickets for sale will not change.

¹⁹ Special approval is required to guarantee a prize pot.

²⁰ Special approval is required to seed a prize pot.



- ✓ A current list of your Board of Directors, including the name and position held by each board member.
- ✓ A description of your organization's programs and services, which must be delivered directly to the broader community and align with your organization's stated purpose in its constitution.
- * Additional documents or information may be requested by the IGCO during the application process, if needed.

If you are a Charitable Community Service Organization applying for a Class A licence and intend to donate funds to a recipient organization that has not submitted the required supporting documents within the past five years, or does not have a valid CRA charitable registration number, the IGCO will request that the necessary documentation for the recipient organization be provided before any funds can be donated.

Use of digital tools

If you plan to use digital tools other than an ERS to help run a licensed charitable gaming event, you must:

- ✓ Email the IGCO at Charitable.Gaming@igcobic.ca and include a list of all digital tools you plan to use to run your gaming event. See [section 1.7.2 Other digital tools](#) for a list of technology options.

2.1.3 House rules

Knowing your house rules before applying is important because they form the foundation for how your gaming event will operate. Once your licence is approved, you must run your event exactly as described in your application. Clear and complete house rules set expectations for participants, ensure fairness and transparency, and protect your organization from disputes or compliance issues.

The [Licenced Charitable Gaming Event Terms & Conditions](#) contains the house rules requirements for all licencees and for each game type. Please ensure you review those requirements before completing your house rules.

Commented [AC9]: Alex please link to "Licensed Charitable Gaming Event Terms and Conditions" PDF document

2.1.4 Gaming accounts

All licensees projected to generate more than \$20,000 in gross annual revenue from licensed gaming must establish and maintain a separate gaming account. This account must be used for receiving and disbursing gaming proceeds. The gaming account may only be used for gaming event proceeds and disbursements of funds from the Community Gaming Grants Program [link].

Licensees projected to generate less than \$20,000 annually from licensed gaming are not required to open a separate gaming account. However, they must use a bank account that bears the full legal name of the organization or the designated individual (e.g., an officer responsible) for all deposits and disbursements related to gaming proceeds.



If you choose to establish a gaming account, even when not required to, you must comply with the following requirements:

- The account must be kept separate from all other accounts.
- The account must be in the organization's or individual's legal name.

You do not need to have a gaming account at the time of application. However, if the licence is approved, the licensee is responsible for establishing a gaming account before the gaming event takes place.

2.1.5 Other requirements

Gaming event licence with over \$250,000 in estimated revenue

If you estimate that your gaming event licence could generate more than \$250,000 in gross revenue and your application is approved, you will be required to have at least two persons from your organization registered by the general manager as gaming workers. These individuals will be required to obtain registration as registered gaming workers (see section 15(c) of [the GCR](#)).

Your two registered gaming workers must be separate individuals and, together, they will be:

- Responsible for the conduct and management of the gaming event; and
- Responsible for gaming event finances.

The general manager may also determine, upon review of your application, that other key individuals involved in the conduct and management of the gaming event need to be registered. This determination is made only in exceptional circumstances, on a case-by-case basis, and is influenced by the size and complexity of your event. If the general manager determines that you will require more than two registered gaming workers for your gaming event, you will be contacted by the general manager during the application process, before a licensing decision is made.

Partnership licences

You may apply for a licence in partnership with another organization that also meets the eligibility criteria to receive a licence, if you plan to work together to raise funds for an eligible purpose.

If you are applying for a partnership licence, the partnership must cover the entirety of the licence (e.g., you do not intend to take turns with the events), and your application must include a letter outlining the terms between the participating organizations.

The letter must include:

- All organization names;
- The requested licence period;
- How the organizations plan to divide the gaming funds; and
- Signatures of agreement by all parties.



Note: If approved, only one of the partner organizations will be issued the gaming event licence and that organization will retain full responsibility for the conduct and management of the gaming event. If any of the partners are a CSO, see [section 1.3.1 CSO administration fees](#) for further restrictions on CSOs holding partnership licences.

2.2 Who can submit the application?

The person submitting the application must be connected to the organization or group that will hold the licence and specific requirements vary depending on licence class.

Licence Class	Who May Apply
Class A	A member or representative of a charitable or religious organization that will hold the licence.
Class B	A representative of a community fundraising group, or an individual or representative of a group of individuals raising money for an eligible community purpose.
Class C	A member or representative of the fair or exhibition.

Note: If the application is submitted by a volunteer, the applicant must attest that a board member is aware of the application and provide the board member's contact information at the time of application.

2.3 When should you submit your application?

When completing your application, you must enter your event start date. The online system will not accept an application if the selected date does not allow for the required minimum 10 day processing time.

When choosing your event start date, consider both:

- The required processing time; and
- Any preparation time needed after your licence is approved.

Certain activities cannot begin until you have received your licence. For example, you may not advertise your event or purchase BCLC bingo paper until your licence has been issued.

Applications will not be processed or approved until all required information is received. If additional information is requested, your application will remain incomplete until it is submitted. Incomplete applications or requested changes may result in processing times exceeding standard timelines.



3. The licensing process

Once you have submitted your application, the general manager will review it to determine whether to issue a charitable gaming event licence.

Gaming Control Act

When reviewing an application, [s. 84\(3\) of the GCA](#) requires the general manager of the IGCO to consider:

- The applicant's eligibility for the licence;
- The applicant's previous compliance with the Act and the associated regulations, and terms and conditions;
- Whether the applicant is fit to hold a gaming event licence; and
- Any failure to pay a monetary penalty required under the Act or the *Offence Act*.

This section will help you understand how the general manager assesses your application and what you can expect from the licensing application process.

3.1 General information

3.1.1 Application status

At any time while your application is under review, you can check your licence application status by accessing the [Application Status Report in the IGCO's GOS](#).

Additional information regarding the status of your application can be requested by emailing Charitable.Gaming@igcobic.ca.

3.1.2 Conditional licence numbers

While you wait for your application to be approved, you may need to prepare advertising or other materials to support your event, should it be approved.

Regulation

Section 17 of the *Lottery Scheme Marketing, Advertising and Promotion Regulation* requires that gaming event licensees include their licence number in all gaming advertising.

To help with preparations, you may request a conditional licence number to use on advertising and other materials created prior to a licence being issued. The IGCO may provide a conditional licence number if you have submitted most of the required information and documentation. Requests for conditional licence numbers can be submitted in writing to Charitable.Gaming@igcobic.ca.



Important

An applicant with a conditional licence number must not publish advertising or sell tickets to their event until the licence is approved and issued.

3.2 Application changes

Applications should be complete at the time of submission; however, changes may be considered in extenuating circumstances. You may request changes to your application by submitting a written request to Charitable.Gaming@igcobic.ca. Requests for application changes may take up to 10 business days to process and may impact receiving your licence in time for your gaming event start date.

3.2.1 Application withdrawal

You can withdraw your application at any time before a licence is issued. To withdraw your application, you must submit a written request to Charitable.Gaming@igcobic.ca.

The withdrawal request must come from an individual listed on the application or a board member of the organization and must include the application number and reason for withdrawal.

Submitting a withdrawal request does not guarantee that a refund will be issued. Refund eligibility is determined based on the circumstances outlined below.

3.2.2 Refund eligibility

A full refund of the licence fee may be issued only in the following circumstances:

1. Applicant error (prior to licence approval)

Where an application is withdrawn because it was submitted in error, including but not limited to:

- Incorrect licence class or event type;
- Submission under the wrong organizational profile;
- Application for an ineligible event;
- Submission of a licence application where a no-fee special approval application was intended; or
- Application submitted based on an incorrect assumption (e.g., expectation of a backdating exception that was not granted).

2. System errors

- Payment processing system outages; or
- Duplicate or multiple charges for the same application.

3. Administrative errors



- Incorrect information provided by the IGCO that directly resulted in the submission of an incorrect application.
4. Unforeseen circumstances beyond the control of the applicant and/or the IGCO
- Province-wide restrictions or emergencies (e.g., public health orders); or
 - Labour disruptions or similar events that prevent the IGCO from issuing a licence within stated processing times.

3.2.3 Cancellation after licence approval

Cancellation requests received after a licence has been approved do not qualify for a refund, including where an organization decides not to proceed with an event.

3.2.4 Amendments after licence approval

Licence amendments requests may be considered in limited circumstances after a licence has been approved. In general, licence amendments are not permitted once ticket sales have begun.

Information on allowable amendments are set out in the [Licensed Charitable Gaming Event Terms and Conditions](#).

3.3 Application assessment

All applications for a gaming event licence are reviewed by the general manager to ensure that:

- The applicant is eligible to receive a licence;
- The net gaming proceeds will be used for an eligible purpose;
- All required information has been provided; and
- All licence requirements have been met.

The general manager will also consider your licensing history when reviewing your application. This applies whether you plan to operate a gaming event on your own or in partnership with another organization.

3.4 Application decisions

After reviewing the application, the general manager will either issue or refuse the licence. You will be notified once a decision has been made.



Gaming Control Act

Section 84(1) of the [GCA](#) provides authority for the general manager to issue or refuse to issue a gaming event licence.

Section 85 of the [GCA](#) requires the general manager to notify an applicant if the application for a gaming event licence is refused.

3.4.1 Approval

If your application is approved, you are responsible for reviewing the issued licence and all associated terms and conditions. You must run your gaming event in accordance with the licence and in alignment with the terms and conditions of your licence.

Terms and conditions can be found in the [Licensed Charitable Gaming Event Terms and Conditions](#) document.

Gaming Control Act

Section 84(1)(a) of the [GCA](#) gives the general manager authority to issue gaming event licences and impose terms and conditions on the licence.

3.4.2 Refusal

If the application is denied, you will receive a written notice of the refusal, including the reason(s) for the decision.

Gaming Control Act

Section 84(1)(a) of the [GCA](#) gives the general manager authority to refuse to issue a gaming event licence to an applicant.

Section 85 of the [GCA](#) requires the general manager to notify the applicant of the refusal in writing and provide information with the refusal.

If you are deemed ineligible to raise funds for your own programs, services, or purposes, but still wish to raise funds for an eligible purpose, you may submit a new application to run a licensed charitable gaming event as a Community Fundraising Group under a Class B licence [[link](#)].

Reconsiderations

If your application is refused, the written notice will include information about your right to request reconsideration of the decision.



Gaming Control Act

Section 187(1)(d) of the [GCA](#) allows a gaming event applicant to apply for reconsideration. Section 188 of the [GCA](#) outlines the requirements the applicant must comply with to apply for reconsideration.

Requests for reconsideration must be submitted within 30 days of receiving written notice of the decision and sent to Charitable.Gaming@igcabc.ca.



4. After licence approval

If your application is approved and you receive a licence to run a charitable gaming event, your next step is to carefully review your licence and BC's [Licensed Charitable Gaming Event Terms and Conditions](#). This will help you understand how to run your event in compliance with all legal, regulatory, and reporting requirements.

Commented [AC10]: Alex please link to "Licensed Charitable Gaming Event Terms and Conditions" PDF document

6. Glossary

A

B

Bearer ticket: Commercially pre-printed, consecutively numbered raffle tickets that are typically sold in person during an event. Bearer tickets do not include the name and contact information of the ticket purchaser. A bearer ticket entitles the holder (bearer) to claim a prize. An example of bearer tickets is a generic roll of double-printed tickets in varying colours, often used for 50/50 draws.

Bingo: A game where participants are awarded a prize or prizes for being the first to complete a specified arrangement of numbers on bingo paper, based on numbers selected at random.

Bingo Paper: Specially printed paper, obtained through the British Columbia Lottery Corporation (BCLC), which is sold to gaming event participants for them to play the bingo game.

Blackjack: A card game in which participants try to acquire cards with a face value as close as possible to 21 without exceeding 21.

Bonus Prize Games: Optional add-on game(s) played alongside a regular bingo session, offering players an additional chance to win a separate prize for an extra purchase.

British Columbia Lottery Corporation (BCLC): BCLC is responsible for the conduct and management of all commercial gaming in BC on behalf of the provincial government. BCLC also facilitates the sale of bingo paper to gaming event licensees.

C

Cake Walk: A type of raffle where participants walk along a path with numbered squares on it. The winner is the one standing on the square corresponding to the winning number drawn.

Calendar Raffle: A raffle in which a purchaser buys a calendar on which prizes are identified for a series of draws to take place on selected days. A participant wins a prize by matching the number on the calendar with the number drawn on the specific date.



Calendar Year: A period of 12 consecutive months beginning on January 1; for example, January 2025 to December 2025.

Chance: An outcome that is not predetermined or determined solely by skill.

Clapper: The component of a Wheel of Fortune gaming device that makes an audible sound as it strikes the pegs of the wheel while it spins. The number or symbol where the clapper stops determines the winner.

Class A Licence: A gaming event licence for charitable or religious organizations where the net gaming proceeds from the gaming event are used for a charitable or religious purpose. This licence allows organizations to conduct a variety of gaming events, including ticket raffles, bingo, Wheel of Fortune, table games, and poker. There are no limits on gross revenue, individual prize values, or ticket prices associated with this licence. However, if gross revenue is expected to exceed \$250,000, the licensee must employ two registered gaming workers.

Class B Licence: A gaming event licence for community fundraising groups or individuals who are raising money for community purposes. Permitted activities under this licence include ticket raffles and bingo. Funds raised must be donated to a direct service charitable or religious organization, used for a community benefit or given to an individual or family for an eligible purpose (not retained by licensee). There are no limits on the gross revenue a licensee can generate in a calendar year under this licence type. However, individual prize values cannot exceed \$500 (fair market value) and the maximum amount paid for a single entry to win the prize cannot exceed \$2. Additionally, the gaming event's projected gross revenue cannot exceed \$20,000.

Class C Licence: A gaming event licence for gaming events at fairs or exhibitions that have been specified by the general manager under the GCA. These licences permit gaming activities such as raffles, bingo, and casino games (excluding poker). Funds raised under Class C licences are retained by the fair or exhibition to support their own programs and purposes. There are no limits on gross revenue, individual prize values, or ticket prices associated with this licence. Gaming events conducted under a Class C licence must take place on the grounds of the fair or exhibition.

Combination Bingo Games: A regular bingo game where more than one game is played on the same bingo card. For example, the first game could require the 4 corners to be covered

and, after that prize is awarded, the next game could require the entire outside square to be covered, and the last game could require the entire card to be blacked out.

Consideration: Something of value a player must pay or exchange to be eligible to participate (i.e., purchasing a chance to win or entry into a gaming event).

Counterfoil: Also known as a ticket stub, the portion of a ticket placed into the draw to be selected to determine a winner.

D

Discount: Selling multiple entries (e.g., bingo papers or cards or raffle tickets) at reduced rates, creating different price categories for entry into the gaming event. For example, 5 raffle tickets for \$10; 100 raffle tickets for \$25, 225 raffle tickets for \$50.

Commented [DD11]: Reduced prices/rates? (avoiding use of word being defined in definition)

Door Prize: A draw where an admission ticket serves as a single entry and no additional entries may be purchased. Door prize draws do not require a licence.

E

Early Bird Draws: An incentive-based licensed gaming event held on a specified date, time, and location before the main prize draw. Participants must purchase tickets by an early bird deadline to qualify. After an early bird prize is awarded, all tickets are put back into the main ticket pool so each ticket has an equal chance to win a prize in future draws under the same licence.

Commented [DC12]: An incentive-based licensed gaming event held on a specified date, time, and location before the main/grand prize draw. Participants must purchase tickets by an early bird deadline to qualify. After an early bird prize is awarded, all tickets remain eligible to win the main/grand prize for that gaming event licence.

Electronic Funds Transfer (EFT): Transactions that move funds electronically between different financial institutions, bank accounts or individuals. Licensees may use EFTs to payout prizes and/or participants may use EFTs to purchase entries into gaming contests if approved by the general manager under the gaming event licence.

Commented [AL13R12]: Accepted the change to the first part of the definition, but felt the second part was clearer as originally written.

Expense: A cost incurred by a licensee in order to conduct or manage a gaming event. For example, ticket printing costs, facility rental, advertising, or wages for registered gaming workers. Prize costs are not gaming event expenses. If the gaming event is part of a larger event such as a gala, fair, dinner, or other event that is not focused on gaming, expenses must be prorated to account for only those expenses directly related to the gaming event portion.

Commented [LU14]: What does this mean? Non-gaming event, part of a series of events held at different times? Or multiple gaming events held at the same time?

F



Fair or Exhibition: An event, that is open to the public and features multiple competitions or displays of general interest, such as those related to agriculture, livestock, fishing, horticulture, and/or creative living, and has been specified by the general manager as a fair or exhibition where a gaming event may be conducted and managed.

Commented [DD15]: Suggested changes for clarity.

G

Gaming Account: A separate banking account, in the licensee's legal name, for the purpose of receiving and disbursing gaming proceeds, including any gaming funds received through licensed gaming or gaming fund donations received from other licensees.

Commented [DD16]: Suggest removing as these rules are dealt with in the main

Commented [DD17]: "gaming funds"?

Commented [DD18]: What are these? This is the only reference in the document.

Commented [AL19R18]: I am leaving this because it is used in the guidance doc and is tied to use of proceeds.

Gaming Control Act (GCA): Legislation that gives the general manager the authority to regulate gambling in BC, including authority to issue gaming event licences and impose terms and conditions on gaming event licences.

Gaming Control Regulation (GCR): A regulation made under the GCA that provides further information on requirements from the GCA, including the classes and fees for gaming event licences.

Gaming Event: A type of lottery scheme authorized under section 207(1)(b), (c), or (d) of the [Criminal Code](#) to be conducted and managed pursuant to a licence issued by the general manager.

Gaming Event Licence: A licence that permits a licensee to hold a gaming event in BC, issued to an eligible group or individual by the general manager.

Commented [DC20]: A formal approval in the form of a permit to hold a gaming event in BC, issued to an eligible charitable or religious organization or group by the General Manager.

Gaming Event Regulation (GER): A regulation made under the GCA that states general requirements that all gaming event licensees must follow.

Commented [AL21R20]: Did not accept what is in the document already reflects wording updates from LSB.

Gaming Event Revenue and Disbursement Report (GERDR): A report that summarizes the actuals of each individual gaming event licence, including gross revenue, prize costs, donated prizes, expenses, and net gaming proceeds. The GERDR also reports all disbursements made from the net gaming proceeds of a licensed gaming event.

Gaming Funds: Gaming Funds include gaming proceeds (see Gaming Proceeds) and may also include other sources of revenue such as Community Gaming Grants, Capital Project Grants, Gaming Fund Donations, interest, and the gaming application portion of any GST/HST rebate.



Gaming Proceeds: The total amount of funds raised by a licensee at a gaming event after any deductions (e.g., processing fees) and prize costs but before any payment for event-related expenses and use of net gaming proceeds. Gaming Proceeds are one type of Gaming Funds (see Gaming Funds).

Gaming Services Provider: An individual or organization who provides gaming services, which include services that are required, used, or provided in relation to the operation of a gaming event including producing, distributing or otherwise providing gaming supplies. All gaming services providers used for a licensed gaming event must be registered by the general manager.

General Manager: The head of the IGCO and responsible, under the direction of the Minister, for the administration of the GCA.

Gross Revenue: The total amount of funds raised by a licensee at a gaming event before any deductions, prize costs, event-related expenses, and use of net gaming proceeds. If applicable, gross revenue may also include incidental revenue sources such as interest income earned on gaming revenues.

Guaranteeing a Prize Pot: Guaranteeing a minimum prize pot means promising a minimum prize amount. The prize will be generated based on the number of participants, as outlined in the house rules, and if the prize generated through the event does not meet the minimum guaranteed prize amount, the licensee must pay the difference.²¹

H

House Rules: The rules established by the licensee regarding how the gaming event will be operated. Where a licensee's house rules contradict BC's Licensed Charitable Gaming Event Terms and Conditions, it is the terms and conditions that must be followed.

I

²¹ For further clarity, below are two examples of guaranteeing a prize pot:

1. A gaming event licensee guarantees a prize of \$500 and sets aside \$500 to ensure they can cover the minimum guaranteed prize. Participation in the event generates \$300 for the prize pot. The gaming event licensee must add \$200 of the funds they set aside so that they can award the guaranteed \$500 prize. The licensee keeps the remaining \$300 that was set aside.
2. A gaming event licensee guarantees a prize of \$500 and sets aside \$500 to ensure they can cover the minimum guaranteed prize. Participation in the event generates \$700 for the prize pot. The licensee pays out the \$700 prize (which is above the minimum), and the licensee keeps the remaining \$500 that was set aside as the funds were not necessary to award the minimum guaranteed prize.



Independent Gambling Control Office (IGCO): The office responsible for supporting the general manager in administering the GCA, including licensing charitable gaming events in BC.

J

K

L

Licence: See Gaming Event Licence.

Licensee: The group or individual to whom the general manager issues a licence to conduct and manage a gaming event in BC.

Lottery Scheme: A lottery scheme has the same meaning as in Section 207 (4) of the [Criminal Code](#) and has three essential components: a prize; payment of a fee or consideration; a chance to win.

Lottery Scheme Marketing, Advertising and Promotion Regulation: A regulation made under the GCA that sets requirements that gaming event licensees must follow for all advertising of their licensed gaming events.

M

Minor: In BC, an individual under 19 years of age.

Multi-Day Event: A ticket raffle where the sales period is more than one day and the raffle concludes with a draw held after the sales period has concluded.

Multi-Series Ticket Raffle: A ticket raffle event comprised of multiple selling periods and draws held on specified dates, times, and locations all under one gaming event licence.

N

Net Gaming Proceeds: The amount of gaming proceeds remaining after a licensee has deducted all event-related expenses. The licensee must use the Net Gaming Proceeds from a gaming event for eligible disbursements specified in the licence application approved by the IGCO.

O

Commented [AL22]: Should we accept this? I think this is key to understanding because the point is that they are under one licence rather than separate licences.

Commented [DC23]: A licensed gaming event comprised of multiple selling periods and draws held on specified dates, times, and locations all under one gaming event licence.

Officer Responsible: An individual named in the gaming event licence application who is responsible for the conduct, management or operation of the gaming event, including ensuring the gaming event complies with all regulatory requirements.

P

Payroll Deduction Raffle: A raffle in which employees of the licensee consent to have an approved value of each pay cheque deducted in order to participate in the raffle and one participant wins a percentage of the total money deducted.

Poker Ride: A type of token raffle where participants collect playing cards as they complete a circuit. The participant with the best poker hand at the end of the event wins the prize.

Progressive Prize: A prize that increases in value over time (for example, after each event or draw) until it is won.

Projected Gross Revenue: The total amount of gaming funds projected to be raised by a licensee at a gaming event before any deductions, prize costs, event-related expenses, and use of net gaming proceeds. Projected gross revenue represents the maximum gross revenue that could be generated in a gaming contest if all entries sold out.

Q

R

Raffle: A gaming event where tickets or tokens are sold for a chance to win a prize in a draw.

Recipient organization: An organization that receives gaming funds from a Charitable Community Service Organization (such as a legion) licensed under a Class A gaming event licence. A recipient organization must meet the eligibility and use-of-proceeds requirements applicable to a Direct Service Charitable or Religious Organization before any gaming funds can be donated.

Red Dog: A card game played by two to ten persons with a deck of 52 cards, in which players bet in turn that their hands contain a card of the same suit as the top card of the stock and of higher rank.

Commented [DD24]: Noting that this term is described in main body, but not in glossary, unlike other raffle terms that appear in both.

Commented [AL25R24]: Added a definition for token raffle using the description from the token raffle section.

Commented [DD26]: Should this be "deck"?



Registered Gaming Worker: An individual who is registered by the general manager and paid by a gaming event licensee to assist in the conduct, management, or operation of a gaming event.

Commented [DD27]: Throughout the document the reference is to a "registered gaming worker", which aligns with term used in GCA - suggest adding "registered and moving to "R"

Regulations: The regulations made under the *Gaming Control Act, 2022*.

Reverse Elimination Draw: A raffle event in which the last ticket drawn wins the prize.

Rubber Duck Race: A type of token raffle where numbered rubber ducks are placed in a waterway with a current. The prize winner holds a ticket with the number corresponding to the first rubber duck to cross a finish line.

S

Sealed Cards: A paper bingo card that is produced in a way that conceals the bingo numbers from the participant until after the card has been purchased and the game starts. Sealed cards are used in pre-called and odd-even bingo games.

Seeding a Prize Pot: Establishing a guaranteed minimum payout for a bingo game by adding money to the pot at the start, rather than starting the pot at \$0. The licensee commits to paying out at least the seeded amount to the winner(s), regardless of sales. Seeding the pot is not considered part of the gross revenue and the pot may not be seeded using gaming funds.

Commented [DD28]: Not a defined term - should it be 'gross revenue'?

Commented [LU29]: Something seems to be missing here – "the pot may not be seeded using gaming funds"?

Single Day Event: A ticket raffle where ticket sales and the draw to determine the winner takes place on the same day.

T

Terms and Conditions: Terms and conditions are ongoing requirements that a licensee must follow throughout the gaming event licence period. Terms and conditions vary based on the type of gaming event licence. All Terms and Conditions can be found in the Licensed Charitable Gaming Event Terms and Conditions.

Token Raffle: A raffle where a unique number on each sold ticket corresponds to a number on an object or token used to determine the winners. Examples of token raffles include, but are not limited to, rubber duck races, poker rides, cake walks and more.

U



Use of Proceeds: The way that the net gaming proceeds (see Net Gaming Proceeds) from the gaming event are used as approved under the licence.

V

Volunteer: An individual assisting a gaming event licensee that does not receive a salary or wage but may receive a commission or honorarium.

W

Wheel of Fortune: A gaming device in the form of a revolving wheel. Pegs divide the perimeter of the wheel into sections, each containing a number or symbol. Patrons place wagers corresponding to the numbers or symbols. The wheel is spun and the number or symbol where the clapper (see *Clapper*) stops determines the winner.

X

Y

Z



Acronyms & Abbreviations

AGM - Annual General Meeting

BC - British Columbia

BCLC - British Columbia Lottery Corporation

CRA – Canada Revenue Agency

CSO - Community Service Organization

IGCO - Independent Gambling Control Office

GCA - Gaming Control Act (2022)




EFT - Electronic Funds Transfer

ERS - Electronic Raffle System

LCRB - Liquor and Cannabis Regulation Branch

Regulations – Regulations under the GCA including both *Regulations of the Lieutenant Governor in Council* and *Regulations of the General Manager*

Appendix 1: Quick Guide for Licensed Charitable Gaming Events

	 Class A	 Class B	 Class C
Activity			
Applicant	Charitable or religious organizations <ul style="list-style-type: none"> Organizations with a CRA number (including foundations and National Organizations) Charitable Community Service Organizations Parents' Advisory Councils Sports Associations 	Community fundraising groups and individuals raising money for community benefit (e.g., sports teams, cultural associations)	Fairs or exhibitions that are designated by the general manager
Use of funds	<ul style="list-style-type: none"> Retained by the licensee for its own programs, services, and/or purposes OR Donated by the licensee for a charitable or religious purpose 	<ul style="list-style-type: none"> Donated by the licensee for a charitable or religious purpose OR Used by the licensee for community benefit. 	Retained by the licensee (i.e., the fair or exhibition) for their own programs, services, and/or purposes
Games	<ul style="list-style-type: none"> Ticket Raffle Bingo Poker Casino Games (Blackjack/Red Dog) 	<ul style="list-style-type: none"> Ticket Raffle Bingo 	<ul style="list-style-type: none"> Ticket Raffle Bingo Casino Games (Blackjack/Red Dog)
Licence Cost	<ul style="list-style-type: none"> \$250,000 or more - \$500 \$50,000 to less than \$250,000 - \$250 \$20,000 to less than \$50,000 - \$150 Less than \$20,000 - \$75 	<ul style="list-style-type: none"> \$5,000 to \$20,000 - \$75 Less than \$5,000 - \$25 	<ul style="list-style-type: none"> \$250,000 or more - \$500 \$50,000 to less than \$250,000 - \$250 Less than \$50,000 - \$150
Limits	No limit on: <ul style="list-style-type: none"> Annual revenue; individual prize values; or ticket price * Revenue limit per licence depends on fee	<ul style="list-style-type: none"> Maximum prize value: \$500 Maximum ticket price: \$2 No annual revenue limit * Revenue limit of \$20,000	Must be held on fair or exhibition grounds. No limit on: <ul style="list-style-type: none"> Annual revenue; individual prize values; or ticket price * Revenue limit per licence depends on fee
Special Conditions	Two registered gaming workers are required if more than \$250,000 in gross revenue is projected on a licence.		

Appendix 2: Examples of Eligible Programs, Services or Purposes

Category	Description	Examples of Eligible Use of Proceeds
Relief of Hardship	Provides immediate, one-time support to individuals or families facing urgent or exceptional circumstances. Must not be used for personal use or ongoing financial support.	<ul style="list-style-type: none"> • Emergency assistance after loss of home or belongings • Support for refugees or new immigrants with urgent needs • Medical or travel expenses for children requiring specialized treatment
Sports & Athletics	Promotes health, wellness, and recreation in BC. Not for commercial or for-profit events. Individual teams must apply for their own fundraising, unless they are youth teams or eligible adult teams whose association may apply on their behalf. Possible categories include: seniors; adult; youth; or community recreation and fitness.	<ul style="list-style-type: none"> • Registration, tournament, or competition fees • Jerseys/uniforms • Travel to tournaments/games • Facility rental for sport/event
Human & Social Services	Improves community quality of life by addressing wellbeing, equity, and unmet social needs. Possible categories include: youth programs; childcare; education and literacy; family centres; social connection; community outreach; foodbanks; health; disability programs; gender-based programs; transition houses; animal welfare; relief of poverty; indigenous; or other.	<ul style="list-style-type: none"> • Operating costs for child/youth care (e.g., camps, after-school, Scouts, 4-H) • Disability or health condition services • Supplies for food security, shelters, transition housing • Mental health, counselling, crisis services • Community and newcomer services • Indigenous wellness and community programs
Arts & Culture	Provides public access to or preserves arts, heritage, and culture in BC. Possible categories include: indigenous; arts councils; dance; language; film; music; visual arts; theatre; writing; museums and archives; festivals; or other.	<ul style="list-style-type: none"> • Performing, visual, and media arts (e.g., theatre, film, radio) • Literature and youth arts programming • Community fairs and festivals • Museums, archives, heritage preservation • Indigenous and cultural sharing events
Environment	Protects, restores, or educates the public about BC ecosystems, environment, or animal welfare. Possible categories include: conservation and environmental protection; recycling; or other.	<ul style="list-style-type: none"> • Conservation, land stewardship, invasive species removal • Public environmental education • Climate action and emissions reduction • Agriculture and local food promotion • Wildlife rescue and rehabilitation
Public Safety	Enhances community safety and preparedness. Possible categories include: community; road rescue; search and rescue; volunteer fire departments; or other.	<ul style="list-style-type: none"> • Training or equipment for volunteer firefighting • Search and rescue (land or marine) • Amateur emergency radio services • Trail/outdoor safety programs • Disaster relief and emergency preparedness • Anti-racism and community crime prevention • Restorative justice initiatives

Category	Description	Examples of Eligible Use of Proceeds
Religious Purposes	Develops religion or supports religious initiatives that bring about benefit to the community	<ul style="list-style-type: none"> • Purchasing worship related items • Establishing or maintaining places of worship • Providing religious education classes or providing religious training programs • Producing or distributing religious education materials
Fairs/ Exhibitions	Support for the fair or exhibitions programs, services, or purpose	<ul style="list-style-type: none"> • Improving or repairing facility grounds • Purchasing equipment for the operation of the fair or exhibition
Parents' Advisory Councils	Support for student experiences and learning	<ul style="list-style-type: none"> • Building a new school playground • Books or other resources for the school library • Support for school clubs (e.g., sports clinic, STEM club supplies) • Guest speakers or performers
Community Service Organizations and Fundraising Groups	Supports direct service charitable or religious organization	<ul style="list-style-type: none"> • Donation to a CRA registered charity

