



## APPLICATION PACKAGE FOR CHASE THE ACE-STYLE LOTTERY

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### Know the following before you apply for a Chase the Ace-style lottery licence:

- Professional Licensing and Regulatory Affairs (PLRA) issues gaming licences to eligible charitable and religious organizations in Yukon.
- Before you apply for a lottery licence, you must first complete the [Eligibility for Gaming Licensing Questionnaire](#) so that PLRA can confirm you are eligible to hold a gaming event. Not all charitable organizations are eligible.
- After PLRA has confirmed your eligibility with you, you can begin the application process.
- Yukon's [Lottery Licensing Act](#) regulations include terms and conditions that any organization holding a Chase the Ace-style lottery must follow. It's worthwhile to review these before you apply.
- You must complete the application form in full and provide all required supporting materials listed in the checklist.
- Make sure to submit your completed application package at least 30 days before you propose to start selling lottery tickets.
- Conducting a gaming event (bingo, raffle or Chase the Ace-style lottery) without a licence is an offence under the *Criminal Code of Canada*.

For more information on how to apply for or hold a Chase the Ace-style lottery in Yukon, please visit [our website](#).

### Checklist – your application package must include:

- A completed copy of the application form.
- The \$100 portion of your licence fee.
- A copy of your organization's meeting motion authorizing your application for a lottery licence.
- A copy of your proposed rules of play. (See the rules of play document included with this package for more information.)
- A mock-up of your proposed ticket. (Sample provided with this package for your reference.)
- A copy of your termination plan. (See the termination plan document included with this package for more information.)
- A completed copy of the [Travel Itinerary Form](#) (only required if you plan to use your lottery proceeds for travel).

Questions? Email PLRA at [plra@gov.yk.ca](mailto:plra@gov.yk.ca), phone: 867-667-5111/toll free in Yukon: 1-800-661-0408, ext. 5111 or fax at 867-667-3609.



LOTTERY LICENSING ACT  
APPLICATION FOR CHASE THE ACE-STYLE LOTTERY

**1. Confirm eligibility**

We have completed the [Eligibility for Gaming Licensing Questionnaire](#) and Professional Licensing and Regulatory Affairs (PLRA) has confirmed our eligibility to apply for a lottery licence.

**2. Organization details**

Name of your organization

Address

Postal code

Member organizing this lottery

Member contact phone number

Member email

**Banking information**

Name of financial institution

Account number

**3. Draw dates/locations**

Location of draws

How often will draws occur

Daily  Weekly  Other: \_\_\_\_\_

Lottery start date

YYYY/MM/DD

**Note:** a lottery licence can't exceed one year

Time of draw

**Note:** can't exceed seven hours

From \_\_\_\_\_  a.m.  a.m.  
 p.m. to \_\_\_\_\_  p.m.

**4. Ticket and jackpot information**

**Tickets**

Price of ticket: \$\_\_\_\_\_ each or at a discounted price of \$\_\_\_\_\_ for \_\_\_\_\_ (# of) tickets.

**Jackpot**

Enter your maximum jackpot amount: \$\_\_\_\_\_. (Must not exceed \$100,000).

## 5. Proposed use of proceeds

You can only use your lottery proceeds to support your organization's charitable purpose. You cannot use gaming proceeds for programs or items that also receive any government funding.

Provide details here on what you will use your proceeds for. Be as specific as possible. If you plan on using any proceeds for travel, make sure to complete a [Travel Itinerary Form](#) and include this with your application.

## 6. Licence fee

The licence fee for Chase the Ace-style lotteries is \$100 plus 1% of your total ticket sales. You must provide the \$100 fee with this application but we will only complete payment if we approve your application. You can provide PLRA the 1% of total ticket sales within 30 days of when your licence ends.

- I have included a cheque for \$100 made out to Professional Licensing and Regulatory Affairs.
- I have completed a [Credit Card Information Form](#) and PLRA can charge \$100 to the credit card.

Note: PLRA cannot accept payment by email or fax.

## 7. Signature and authorization

We, the undersigned President and Treasurer, confirm the information in this application and all attached documents is correct. We also confirm that the charitable organization has authorized us to make this application.

\_\_\_\_\_  
President (please print)

\_\_\_\_\_  
Treasurer (please print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Home phone

\_\_\_\_\_  
Work phone

\_\_\_\_\_  
Home phone

\_\_\_\_\_  
Work phone

### Return your completed application package to:

#### Mail:

Professional Licensing and Regulatory Affairs, C-5  
Box 2703, Whitehorse, Yukon Y1A 2C6

#### Courier or dropoff:

Professional Licensing and Regulatory Affairs, C-5  
307 Black Street, Whitehorse, Yukon Y1A 2N1



CHASE THE ACE-STYLE LOTTERY  
**TICKET FORMAT – SAMPLE**

The sample ticket below shows the information you must include on your Chase the Ace-style lottery tickets. This information is required under [Lottery Licensing Act](#) regulations. You can introduce your own design elements but your printed tickets must contain the following information.

**Each ticket must:**

- be printed by a commercial printer;
- have two parts: a stub for the draw and a ticket to give to the purchaser; and
- be consecutively numbered with the ticket number printed on both parts.

**The purchaser part of each ticket must have the following additional information printed on it:**

- the name, address and contact information of licence holder;
- the licence number;
- prize breakdown;
- the ticket price; and
- the name of printer.

**Sample ticket:**

TICKET STUB	PURCHASER PART
Ticket #0000	<p><b>Name of organization</b> Address of organization • Email and phone number of organization</p> <p><b>Prize structure</b> Initial draw winner: 20% of ticket sales for the day Accumulating jackpot: 30% of ticket sales for the day Organization: 50% of ticket sales for the day</p> <p>Name of printer</p> <p>Tickets: \$_____ each, or _____ for \$_____</p> <p>Licence #0000-000 <span style="float: right;">Ticket #0000</span></p>



## CHASE THE ACE-STYLE LOTTERY RULES OF PLAY – MINIMUM REQUIREMENTS

Your rules of play explain how you will run your lottery. You must submit these with your licence application package. If you are approved for a licence, you will have to display these at your events.

The following identifies the minimum information your rules of play must contain. If you choose, you can also include additional rules, provided they comply with the [Lottery Licensing Act](#) regulations.

### **Chase the Ace-style lottery rules of play must state:**

- the dates, time periods and location for your events;
- the maximum jackpot (no more than \$100,000);
- what card wins the jackpot (the specified card);
- how you will run the initial (ticket) draw, including:
  - that ticket holders must attend the initial draw to win that day's prize and the chance to draw the winning card for the jackpot;
  - that before you draw for the winning ticket:
    - you will announce that day's initial prize amount;
    - you will announce the jackpot amount;
  - that after you draw the winning ticket:
    - you will announce the winning ticket number at least three times within 15 minutes of the initial draw;
    - you will draw a new ticket if no winner comes forward after 15 minutes;
- how you will run the jackpot draw, including:
  - that only the initial draw winner can draw for the jackpot (no proxies);
  - that you will show the winning card is in the deck before the jackpot draw happens;
  - that you will shuffle the deck after you have shown the winning card;
  - that if the winning card isn't drawn, you will record the card that was drawn, destroy it and show the deck still contains the winning card;
- your termination plan;
- how and when you will award prizes;
- any age limit for playing; and
- your complaint process, including the name and contact information of the person you have designated to address any complaints that may occur.

Note: Professional Licensing and Regulatory Affairs (PLRA) is not responsible for the content of your rules of play. However, PLRA will review the rules of play you provide to ensure they contain all elements that are legally required before issuing your licence.



**Termination plan information**

Professional Licensing and Regulatory Affairs (PLRA) requires you to develop a detailed, fair and transparent termination plan as part of the terms and conditions of your licence.

Typically with Chase the Ace-style lotteries, the lottery ends when a participant draws the specified winning playing card. However, there are some circumstances where you may want or need to end your lottery before this happens. These circumstances are:

- if the jackpot has reached the maximum amount;
- if PLRA directs you to because we have determined that ending the lottery is in the public interest; or
- any time your organization has decided to put your termination plan into action.

PLRA recommends you identify the following in your termination plan.

- How you will advertise that you are ending the game.
- The date, time, and location of the final draw.
- How and when you will verify the winning tickets during the final draw.
- How you will award the jackpot prize if the participant who draws the initial winning ticket does not draw the specified card. Include:
  - whether you will automatically award the jackpot to whoever wins the initial draw;
  - whether you will have subsequent ticket draws until someone draws the specified card;
  - whether you will offer consolation prizes to subsequent ticket draw winners;
  - how many subsequent ticket draws/consolation rounds you will hold;
  - if you offer a consolation prize, what the amount will be for each consolation prize; and
  - whether the ticket draw winner who pulls the specified card will also win a consolation prize.

**Sample termination plan**

In accordance with an amendment to the Chase the Ace-style lottery licence for \_\_\_\_\_, the following rules will apply for the final draw on \_\_\_\_\_.

NAME OF YOUR ORGANIZATION

DATE

1. Ticket sales will take place \_\_\_\_\_ from \_\_\_\_\_ on \_\_\_\_\_.
2. Licence holder will verify winning ticket within 15 minutes of the initial draw.
3. Licence holder will announce winning ticket number a minimum of three times within 15 minutes of drawing the ticket.
4. After the licence holder verifies the first ticket drawn, the ticket holder will have the opportunity to choose a card. If the ticket holder draws \_\_\_\_\_, the ticket holder wins both the initial draw and the accumulating jackpot. The lottery then ends.
5. If the first winning ticket holder does not draw \_\_\_\_\_, he or she will receive the initial draw prize for \_\_\_\_\_. The licence holder will destroy the card that was chosen.
6. The licence holder will not hold any subsequent draws until the preceding draw is complete.
7. For any subsequent ticket draw that is required, licence holder will repeat the 15-minute verification/announcement process.
8. Subsequent validated ticket holders will have the opportunity to choose a card. Each subsequent validated ticket holder who does not draw the \_\_\_\_\_ will receive a \_\_\_\_\_ consolation prize.
9. The validated ticket holder who does draw the \_\_\_\_\_ will only win the accumulating jackpot.

WHERE

TIME

DATE

SPECIFIED CARD

SPECIFIED CARD

DATE

SPECIFIED CARD

AMOUNT

SPECIFIED CARD

**Important note:** This sample plan assumes that, if the initial draw winner doesn't choose the specified card, the licence holder has chosen to have subsequent draws and offer consolation prizes with each subsequent draw. A licence holder could also opt to automatically award the jackpot draw to the initial draw winner OR hold subsequent draws but not offer consolation prizes.