

Gaming Policy and Enforcement Branch (GPEB) – Licensing

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Telephone: (250) 387-5311 | **Web:** www.gaming.gov.bc.ca

Application ID #: (from last page of online application)

BEFORE YOU START

Use this form to provide information about your planned use of computerized electronic systems for your Class A raffle licence. This form must be completed and submitted as part of your licence application if you plan to use one or more of the identified uses of computerized electronic systems listed in the table below.

- For rules and requirements related to the use of computerized electronic systems in the operation of ticket raffles refer to the following sections of the [Standard Procedures for Ticket Raffles](#).
 - **See Appendix C:** Standard Procedures for Ticket Raffles at which tickets are sold through Electronic Raffle Systems (ERS) **and**
 - **See Appendix D:** Licensed Gaming Online
- Required documentation for each section you complete must be submitted with this form.
- **Submit this form and any required documentation by email to gaming.branch@gov.bc.ca with the following subject line:**
 - “Addendum to Application – Class A Raffle”
- Only eligible applicants are allowed to use computerized electronic systems for the identified purposes listed in the table below, subject to being approved and appropriately licensed.

NOTES:

- **Submit by email with required documentation (see email address and instructions to the left).**
- **All other licensing requirements, including standard procedures for ticket raffles, relevant conditions, and policies and procedures and orders issued by GPEB, continue to apply to a licensee in the operation of their raffle.**
- **We recommend using Adobe Reader software to fill out this form.**

Allowed Use of Computerized Electronic Systems:	Eligible Applicants:
Online Ticket Sales – To sell tickets through the Internet by way of a real time processing and payment system and where the purchaser’s ticket is paid for immediately online.	Class A raffle licensee
Online Ticket Distribution – To send a purchaser a ticket by email or through the Internet and where the purchaser downloads a copy of the ticket.	Class A raffle licensee
Electronic Ticket Draw – To determine a prize winner by conducting an electronic draw using computer software or a computer application that utilizes a GPEB certified software random number generator (RNG).	Class A registered raffle licensees conducting regular event raffles Class A licensees that have been approved for an electronic raffle system (ERS)
Online Prize Distribution – To send a winner a prize voucher by email or over the Internet and where the prize winner downloads a voucher or gift certificate for redemption.	Class A raffle licensee
Electronic Raffle System – A GPEB certified and inspected computer application, known as an Electronic Raffle System (ERS), that may include the use of hand held electronic devices to sell tickets and other computer software and related equipment to account for sales and facilitate the manual or electronic drawing of tickets to determine the winner.	Class A raffle licensee conducting single event percentage raffles (50/50)

SECTION 1 – APPLICANT AND APPLICATION INFORMATION

PLEASE PRINT CLEARLY

Organization name: (legal name used when you applied for your licence)	Application date: (date you submitted your online licence application – YYYY-MM-DD)	Application ID #: (from last page of online application)

SECTION 2 – ONLINE TICKET SALES

Will you offer online ticket sales?	If 'yes', answer all other questions in this section.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is the transaction and payment processing system/provider you are using to process the purchase of tickets online Payment Card Industry Security Standards Council compliant?		<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your online ticket raffle sales system/platform have a mechanism to require the purchaser to verify that he or she is 19 years of age or older?		<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your online ticket raffle sales system/platform have a mechanism to require the purchaser to verify that he or she is located in the province at the time of purchase?		<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your online ticket raffles sales system/platform meet the ticket inventory and management and system requirements specified in Appendix D? (see Standard Procedures for Ticket Raffles – Appendix D)		<input type="checkbox"/> Yes <input type="checkbox"/> No
Are you using a service provider to operate your online ticket sales system?		<input type="checkbox"/> Yes <input type="checkbox"/> No
If you answered 'yes' to the previous question, what is the legal name of the service provider?		
* Required documentation for this section: (must be submitted with this form)	<input type="checkbox"/> Copy of your contract with the service provider, if you are using a service provider.	

SECTION 3 – ONLINE TICKET DISTRIBUTION

Will you offer online ticket distribution?	If 'yes', answer all other questions in this section.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your online ticket distribution system/platform have a mechanism/control to support the validation and verification of online tickets?		<input type="checkbox"/> Yes <input type="checkbox"/> No
Are you using a service provider to provide/operate your online ticket distribution system?		<input type="checkbox"/> Yes <input type="checkbox"/> No
If you answered 'yes' to the previous question, what is the legal name of the service provider?		
* Required documentation for this section: (must be submitted with this form)	<input type="checkbox"/> Copy of your contract with the service provider, if you are using a service provider. <input type="checkbox"/> Sample copy of the online raffle ticket (must meet form and content requirements – see Standard Procedures for Ticket Raffles – Appendix D).	

SECTION 4 – ELECTRONIC TICKET DRAW

Will you determine a prize winner by conducting an electronic raffle draw using a computer program random number generator (RNG)?	If 'yes', answer all other questions in this section.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Has the RNG computer program that you are using for your electronic ticket draw been certified by GPEB?		<input type="checkbox"/> Yes <input type="checkbox"/> No
Are your internal systems related to the operation of the computer program RNG in compliance with requirements specified in Appendix D? (see Standard Procedures for Ticket Raffles – Appendix D)		<input type="checkbox"/> Yes <input type="checkbox"/> No
Are you using a service provider to provide/operate your RNG computer program?		<input type="checkbox"/> Yes <input type="checkbox"/> No
If you answered 'yes' to the previous question, what is the legal name of the service provider?		
* Required documentation for this section: (must be submitted with this form)	<input type="checkbox"/> Copy of your contract with the service provider, if you are using a service provider.	

SECTION 5 – ONLINE PRIZE DISTRIBUTION

Will your organization use a computer to distribute prizes as permitted through the Internet?	If 'yes', answer all other questions in this section.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your prize distribution system have a mechanism to verify that the individual to whom the prize is to be distributed is the prize winner?		<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your prize distribution system have a mechanism to require the prize winner to verify that he or she is 19 years of age or older?		<input type="checkbox"/> Yes <input type="checkbox"/> No
Does your prize distribution system have a mechanism to require the prize winner to verify that he or she was located in the province at the time of purchase?		<input type="checkbox"/> Yes <input type="checkbox"/> No
Are you using a service provider to provide/operate your prize distribution system?		<input type="checkbox"/> Yes <input type="checkbox"/> No
If you answered 'yes' to the previous question, what is the legal name of the service provider?		
* Required documentation for this section: (must be submitted with this form)	<input type="checkbox"/> Copy of your contract with the service provider, if you are using a service provider.	

SECTION 6 – ELECTRONIC RAFFLE SYSTEMS

Will your organization use an Electronic Raffle System (ERS)?	If 'yes', answer all other questions in this section.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are you using an existing ERS installation that has been approved by GPEB for your site?		<input type="checkbox"/> Yes <input type="checkbox"/> No
Are your internal systems related to the operation of the ERS in compliance with the requirements specified in the Appendix C? (see Standard Procedures for Ticket Raffles – Appendix C)		<input type="checkbox"/> Yes <input type="checkbox"/> No
Are you using a service provider to provide/operate your ERS?		<input type="checkbox"/> Yes <input type="checkbox"/> No
If you answered 'yes' to the previous question, what is the legal name of the service provider?		
* Required documentation for this section: (must be submitted with this form)	<input type="checkbox"/> Copy of your contract with the service provider, if you are using a service provider.	

This information is collected by the Gaming Policy and Enforcement Branch under section 26(a) of the Freedom of Information and Protection of Privacy Act and under section 34 of the Gaming Control Act and section 18(2) of the Gaming Control Regulation. It will be used to link this Addendum with the appropriate application and assess your eligibility to be approved for the use of computerized electronic systems in the operation of a gaming event subject to you being licensed to operate a gaming event. Should you have any questions about the collection of this information please contact: Director of Licensing, PO Box 9310 STN PROV GOVT Victoria BC V8W 9N1 (250) 387-5311