

REQUIREMENTS FOR A BREAK OPEN TICKET LICENCE

✓	DOCUMENTS REQUIRED
	Completed signed, witnessed Application Form
	Copy of Letters of Patent, Constitution, Copy of By-laws
	List of Board of Directors
	Copy of Financial Audit for the Previous Year
	Completed signed Questionnaire
	Detailed Budget (Itemized how money is to be used from this Lottery)
	Declaration of Owner of Business
	Statement of Organization
	Lottery Licensing Policy - Schedule "1"
	Copy of Valid Certificate of Registration to Sell Break Open Tickets
	A list of community projects (Proof that the Town of Markham would benefit 50% proceeds used in Markham)

PLEASE NOTE

**If any of the above items are missing your application will not be processed.
Time for processing is Four (4) weeks.**

SALE OF BREAK OPEN LOTTERY TICKETS

Declaration of Owner of Business

We, _____
(Insert name(s) of person(s) making this declaration for the Business)

DECLARE THAT:

1. I am the Owner of the Business known as _____
occupying _____ in the Town of Markham.

2. I have agreed to the sale of break open tickets from my business location on behalf of:

(Name of Charitable Organization)

and hereby state that the total agreed upon commission in the sale of our break open tickets shall be _____ per box of tickets.

3. All monies derived from the sale of break open tickets (excluding verified cash prizes and commission in Item 2) shall be returned to the above Charitable Organization.
4. The sale of break open tickets from my place of business shall be done only under the authority of a valid Certificate of Registration under the Gaming Control Act and a lottery license issued to the above Charitable Organization. I also agree to relinquish or make available at all times all records, bookkeeping, receipts and invoices involved in the sale of break open tickets for the inspection by a Lottery Licensing Officer of the Town of Markham. I further understand that failure on behalf of myself or staff to fully comply and assist with all such compliance visits shall be construed as a violation of the Terms and Conditions of the third party license and result in the suspension of such license.

(Signing Authority For Business/Corporation)

SALE OF BREAK OPEN LOTTERY TICKETS

Statement Of Organization

We, _____
(Insert name(s) of person(s) making this declaration for Organization)
being the designated members in charge for the sale of break open tickets for the Organization
named below state that:

1. The _____
(Insert name of Charitable or Non-Profit Organization)
will sell break open tickets from the business premises of _____
(Insert name of business)
located at _____, in the Town of Markham.
2. We have entered into a contractual agreement with _____
(Name of Business)
and hereby state that the total agreed upon commission for all services, rental of space,
administrative bookkeeping or any other fee involved in the sale of our break open tickets
shall be _____ per box of tickets.
3. No other arrangement, promise or contract exists, which would result in any additional fee or
payment to the business being paid by or compensated by the Charitable Organization for
any purpose.
4. Except for cash prizes paid out according to the Terms and Conditions of the lottery, all
proceeds will be deposited into the Lottery Account and withdrawn only by Cheque. Details
of the account and signing officers are attached hereto as Schedule "1" to this statement.

Designated Member In Charge

Designated Member In Charge