



## **Municipal Lottery Licensing Administration**

### **1 Day Workshop**

This workshop will encompass all aspects of the lottery licensing process. It will take you from the initial application, through eligibility and use of proceeds, issuing a lottery license and final reporting. The course and the accompanying manual will provide the tools needed to effectively administer a municipality's roles and responsibilities. Included in the manual are step by step instructions specific to each type of lottery licence. Best practices and municipally designed forms to assist in lottery licensing will be discussed and provided. This workshop is interactive, with ample opportunity to discuss both general and specific lottery issues.

#### **What you will learn:**

- Overview of the Legislative Framework and Regulatory Structure
- Tools to assist municipalities applying for lottery licences: including tools for applying the eligibility criteria and the use of proceeds criteria of the AGCO
- Municipal roles and responsibilities of the above
- Process for issuing specific lottery licences (Raffles, Break Open Tickets, Bazaar, Bingo, Social Gaming Events)
- Methods to ensure reporting and compliance is in accordance with the AGCO regulations.

#### **Why attend:**

With municipalities having mandatory responsibility for lottery licensing, this course will provide licensing officers and administrative staff with the required knowledge and tools required to administer these responsibilities. Participants will acquire a strong overview of lottery regulations to effectively administer lottery licensing in your municipality.