

**The Rotary Club of Mississauga
Electronic 50/50 Raffle Rules of Play**



Version 1.2

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Rotary Club of Mississauga: Electronic 50/50 Rules of Play

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Rules of Play

The Registrar has put in place an Electronic Raffle Regulatory Framework that allows eligible charitable or religious organizations to be licensed to conduct and manage electronic raffles in Ontario.

Electronic raffles refer to the use of computers for the sale of tickets, the selection of winners and the distribution of prizes in a licensed charity raffle.

1 Interpretation

In these Rules,

- “Raffle” means a lottery scheme where Tickets are sold for a chance to win a prize at a draw, and includes 50/50 draws.
- “Electronic Raffle Assets” means supplies, equipment, or financial assets related to the Raffle, including but not limited to cash, Raffle Sales Units, and other assets.
- “Electronic Raffle Personnel” means individuals involved in the operation of the electronic Raffle, including both paid staff and volunteers.
- “Electronic Raffle System (ERS)” means gaming equipment, including both software and hardware, that is used to generate and record Raffle numbers; account for sales of Raffle Tickets; select the winning Raffle Ticket; display the award; or print tickets, award amount, results, and other information related to the raffle.
- “Raffle Ticket (also known as Ticket)” means a type of lottery Ticket which serves as a transaction record (receipt) for the purchase of one or more Raffle numbers.
- “Licence” means a Licence issued to an eligible charitable organization under the Criminal Code (Canada) by or under the authority of the Lieutenant Governor in Council, to conduct and manage a lottery scheme approved by the Registrar.
- “Licensee” means a charitable organization to which a Licence is issued.
- “Notification Matrix” means a document defining the types of incidents and regulatory submissions that must be reported to the AGCO as well as the requirements for how the notification must be made (e.g., written communication, phone call, etc.)
- “Raffle Number” means the identifier providing a unique entry into the draw, representing a chance to win.
- “Backend System” means a dedicated computer system that is used to conduct and manage Raffle Games. It includes servers and databases.
- “Raffle Sales Unit (RSU)” means a fixed base or mobile device, which communicates with the backend system to facilitate the sale of Raffle Tickets.
- “draw” means the random selection(s) by our third party number provider of the winning number.
- “draw time” means the time at which the draw takes place during the prescribed draw date, or

- when a draw is not able to take place for any reason, the soonest available time on the prescribed draw date.
- “draw date” means an individually selected date listed on our website.
- “Raffle Conditions” means the terms, conditions, explanations, Rules, procedures, including the prize structure governing a specific 50/50 draw.
- “50/50 ticket”, “ticket” or “ticket receipt” means a ticket or other means of participating in a 50/50 Draw.
- “player” means a person who is eligible to participate in a 50/50 draw in accordance with the Regulations, the Rules, and the Game Conditions.
- “result” means the final outcome of a draw as determined by the Rotary Club of Mississauga for the applicable 50/50 Draw.
- “valid ticket” means a ticket that is not void.
- “winner” means the person(s) who is the bearer of a winning ticket and who satisfies all conditions established by the Rotary Club of Mississauga to claim the prize.
- “winning number” means the winning number drawn on the draw date and draw time for a 50/50 Draw.
- “winning ticket” means a valid ticket that bears a selection(s) that exactly matches the winning number(s) or results or play element(s).

2 Conduct of the Raffle

We as the Licensee have ensured that the Electronic Raffle System that is provided has been installed, configured, maintained, repaired, and operated in a way that ensures the highest integrity, safety and security of the system, and in accordance with the Registrar’s approval. We therefore have put procedures in place to ensure game integrity, security and audit capability for times when there are technical difficulties. This complies with the conduct of the raffle according to the AGCO.

We shall ensure that procedures are current and reflect good practices for security, issues management and resolution. Procedures shall be established and documented for IT operations and incident management, including managing, monitoring and responding to security and integrity events.

Requirement – At a minimum:

- a) Proactive monitoring and detection of errors in the ERS and related components shall be in place.

Player information (which must be owned by the Licensee) shall be securely protected.

Requirements – At a minimum:

- a) Data collection and protection requirements for player personal information shall meet those set out in applicable legislation; and
- b) Player information shall only be used for the Licensee’s operation unless there is prior approval from the players.

The Licensee shall ensure that all authorized AGCO staff are granted access to Electronic Raffle Assets where the Raffle is being conducted, upon request.

Electronic Raffle Assets shall be appropriately secured at all times.

3 Incident Management And Reporting

We have gone to great lengths to create incident management and reporting following the procedures outlined by the AGCO These are:

- a) The Licensee shall report incidents related to the raffle to AGCO in accordance with the Notification Matrix.
- b) The Licensee shall have an escalation procedure to respond to incidents.

In the event of an Electronic Raffle System failure, we the Licensee, have procedures in place to ensure that raffle sales data can be retrieved.

The Licensee must have policies and procedures in place to address technical difficulties arising during a Raffle that affect its integrity.

The Licensee shall ensure that all tickets purchased have been distributed, and properly recorded in the Electronic Raffle System before the draw may proceed.

- When we postpone a draw postponed due to technical difficulties, we shall announce the winner at the first available opportunity.
- As the Licensee we have policies and procedures in place to address power interruptions, emergency situations, or other incidents that could impact the integrity of the Raffle.
- As the Licensee we have policies and procedures in place to monitor and address any unusual or suspicious activity in relation to the Raffle.
- As the Licensee we have policies and procedures in place to investigate cash shortages and to take action as appropriate.
- As the Licensee we have a customer service/complaint process to address concerns/inquiries related to the raffle.
- In the event of a conflict between information issued by AscendFS and contained on the ticket and the foundation rules, such conflict shall be resolved in accordance with the following priority:
 - the AGCO Regulations;
 - these Rules of Play;
 - the Game Conditions for the specific 50/50 Draw, if any
 - the ticket

4 Sale and Issuance of 50/50 Tickets

As the Licensee the Rotary Club of Mississauga manages the Sale and Issuance of the 50/50 Tickets

Under the following restrictions.

- There are no Payments by a Licensee to ticket sellers as this is an electronic Raffle.
- Our software uses Location based services to ensure that the sale of raffle tickets remain inside Ontario which has been approved in the Licence application.
- As Licensee we shall ensure that raffle ticket sales shall open and close as set out in the Licence application and approved on the Licence.
- The Licensee shall have procedures in place to ensure that all valid raffle tickets are included in the draw, and to ensure that no invalid, incomplete or ineligible tickets are included in the draw.
- All electronic raffle transactions are auditable.
- We can ensure that only ticket numbers eligible to be included shall be available to be selected in the draw.
- We also ensure that void tickets and sales reports that include voids and cancelled ticket numbers must be readily available and auditable.
- As Licensee we ensure that the online electronic ticket numbers are not pre-printed in advance of a request for purchase.
- We have procedures in place to log sales activity.
- We ensure that all sales activity is reconciled prior to the draw taking place.
- We Licensee shall ensure that all Raffle outcomes are clearly explained and displayed to the players, during and after the event.
- If the prize amount is estimated, the Licensee shall ensure that players are told that it is estimated. Except when technical difficulties prevent it from occurring. Estimated prizes must always be publicized through display or announcement.
- For raffles with guaranteed prizes, the Licensee shall ensure that the value of the prize is disclosed.
- Prizes awarded such as gift cards, are not subject to service charges or maintenance fees that are deducted from the balance of the prize.
- The Licensee shall ensure that the amount of the prize and winning number are publicized once sales are tabulated and the draw has occurred.
- In the event of any error in displaying or announcing the winning number or prize amount, the Licensee shall ensure that the erroneous information is immediately removed from display and not reposted until corrected. The Licensee shall ensure that all other communications are corrected as applicable to ensure they are current and accurate.
- Under our 50/50 electronic raffle, we may include a reasonable number of fixed prize draw(s), e.g. early bird or consolation draw, provided that:
 - a) 50% of ticket sales must go to the winner of the main prize draw.
 - b) Any fixed prizes are paid from the charity's half of the tickets sales or from donations.
 - c) Rules of play must be clear,

4.1 Dates and Time

The Rotary Club of Mississauga 50/50 Draws take place on the dates selected by Rotary Club and launched through the on-line system through the Event Manager Terminal (EMT) maintained by Ascend.

4.2 Amounts Available

An eligible player may participate by purchasing a 50/50 Tickets from the website in the following denominations:

- (i) 10 numbers for \$10.00; and/or
- (ii) 50 numbers for \$20.00;

4.3 Correct Ticket Denomination

A player is solely responsible for ensuring that they receive the correct ticket denomination and solely responsible for the handling of the purchased ticket after purchasing the ticket online.

4.4 Refunds

A player may cancel his/her ticket and obtain a refund if he/she has paid for the ticket. However, the refund will be provided only if he/she delivers up the ticket to the Rotary Club of Mississauga 24 hours before the winning number has been drawn via by a picture, in an email or in person.

5 Advertising

5.1 Minors

The Licensee shall ensure that advertising and marketing materials shall not:

- a) be designed to appeal primarily to minors;
- b) appear on displays in primarily youth-oriented locations;
- c) use individuals who are, or appear to be minors, to promote gambling; however, if the intent of the marketing campaign is to identify minors as a benefactor of the licensee's programs, such advertising is permitted;
- d) imply that chances of winning increase i. the longer one plays; or ii. the more one spends.

5.2 Misleading

The Licensee shall ensure that advertising and marketing materials and communications shall not be misleading. At a minimum, materials and communications shall not:

- a) imply that playing a lottery scheme is required for social acceptance, personal success, financial success or resolving economic, social or personal problems;

- b) contain endorsements by well known personalities that suggest that playing lottery schemes have contributed to their success;
- c) encourage play as a means of recovering past gambling or other financial losses;
- d) present winning as the most probable outcome, or misrepresent a person's chances of winning a prize; or
- e) suggest that skill can influence the outcome.

5.3 Responsible Gambling

The Licensee shall ensure that advertising and marketing materials contain a responsible gambling message. At a minimum, the ConnexOntario Help Line phone number and website must be included on the Ticket, on any other material that is distributed to the players, and on the Licensee's website if there is information available about the Raffle.

5.4 Trained staff

The Licensee shall ensure that all applicable Electronic Raffle Personnel have the knowledge to direct players to the ConnexOntario Help Line and website.

5.5 Sponsorships

The Licensee may accept sponsorships as long as it is still clear to the public that the Raffle is charitable and is conducted and managed by the Licensee. Sponsorship revenue shall not be deposited into the lottery trust account.

6 Cash Management

6.1 Online sales only

The Rotary Club of Mississauga will not allow cash sales via an online system.

6.2 Accounting

The Rotary Club of Mississauga uses S & C Partners LLP as their accounting firm. Their location is 6465 Millcreek Dr Suite 204, Mississauga, ON L5N 5R3. They will process the cheques to the various clubs and charities.

6.3 Distribution of Funds

Participating Clubs - Charity

All proceeds designated to go to a Charity-- a Rotary club can present a mock cheque to the Charity for presentation. This picture can be used in their advertising, in social media and on the individual website. The actual cashable cheque will be written on the Rotary Club of Mississauga lottery bank account set up separate from our regular accounts. You will receive the actual cheque first then book a presentation to the charity.

Participating clubs - Projects / Causes

If you are participating in a project or cause that benefits the people of Ontario you simply pay for the project and fill out the expense form and we will refund the expenditure from your winnings. IE. Want to create a breakfast program? Pay for the food and provide us a copy of the receipts and we would be happy to fund the program out of the winnings you have in your "bank".

If you have concerns about the project being approved for funding by the AGCO you can contact Saskia to ask about the viability of using your funds. However fundable project must follow these guidelines.

- relieves poverty,
- advances education,
- benefits the community,
- is located in Ontario,

Therefore your club can buy a bus in the US for a Ontario Camp, but you can't buy a bus in Ontario for a US camp.

Furthermore, you may combine the project with other clubs. Also there might be a provincial wide project done each quarter ie for Remembrance day, Polio day, Heart and Stroke.

Participating clubs - Players - Winners

If your club sold the winning ticket we will provide you with the cheque in the winner's name but you are able to invite the winner to your meeting to pick up the cheque. You can take a picture, video or do a facebook live event. Mock Cheques are available for purchase via our supplier or if you choose the artwork can be supplied to you.

7 Prize Structure

The Rotary Club of Mississauga shall determine a prize structure for a lottery game, in such a manner as it deems fit, and once determined, this prize structure shall form part of these Rules.

8 Payment of Prizes

8.1 Awarding the prize to winner

A prize for any draw shall be awarded to the winner in accordance with the prize structure in effect for such draw and in accordance with these Rules and the specific 50/50 Draw Game Conditions.

8.2 Validity Of The Ticket

The Rotary Club of Mississauga reserves the right to satisfy itself as to the validity of any ticket that is presented as a winning ticket, by means of such authentication and validation tests, requirements and procedures as it may from time to time determine, and to declare that a ticket which does not pass, meet, or fulfill such tests, requirements or procedures is void. Concurrently with a winning ticket being presented to the Rotary Club of Mississauga (or being received by the Rotary Club of Mississauga by mail), whether for the purpose of validation or for the purpose of claiming a prize, all right, title and interest in and to the ticket is thereby relinquished by the winner and property in the ticket passes to the Rotary Club of Mississauga.

8.3 Prize Claim Period

All prizes must be claimed **within 6 months** of the relevant draw unless otherwise specified by the Rotary Club of Mississauga thereafter any unclaimed prizes must be secured or placed in safekeeping by the Rotary Club of Mississauga for a period of six (6) months from the date of the draw. If at the expiry of six (6) months the prize has not been claimed, the prize money will be donated by the Rotary Club of Mississauga to a beneficiary approved in advance by the Registrar.

8.4 No prizes outside Canada

The Rotary Club of Mississauga will refuse to send or forward a prize to an address outside Ontario and will not send or forward a prize to an address in any jurisdiction where such sending or forwarding is prohibited by law.

8.5 Claimed By The Winner

Neither a prize (or portion thereof), nor any entitlement or payment relating to it, may be assigned, transferred, sold, loaned, leased, rented, pledged, mortgaged or hypothecated, by any winner.

8.6 Financial/Tax advice

The Rotary Club of Mississauga is not responsible for providing financial or tax advice. We suggest that you go to a registered Tax Accountant or Financial Planner for this advice. Furthermore we will not recommend or suggest either of these professionals

8.7

For groups purchasing (1) ticket, group winners will select one individual to handle the single cash payment.

8.8 Ticket Status

The Rotary Club of Mississauga will not award a prize for tickets which are void unless the Rotary Club of Mississauga, in its discretion, deems it appropriate to do so. Tickets are void if lost, stolen, unissued, illegible, mutilated, damaged, altered, counterfeit or forged, miscut, misregistered, defective, misprinted, cancelled, produced in error and not recorded in the on-line system, incomplete, not paid for, destroyed or issued, acquired or presented, in, or upon, violation of these Rules, or the Game Conditions. Void tickets are the property of the Rotary Club of Mississauga.

8.9 Void tickets

Subject to paragraph 5.8 in the event that a ticket which is purchased or issued is void, or deemed to be void, the Rotary Club of Mississauga may, at its option,

- (a) replace the ticket with a new random ticket of the same denomination or,
- (b) provide a refund.

9 Claims

9.1

The Rotary Club of Mississauga may award a prize to the bearer of a winning ticket. The Rotary Club of Mississauga reserves the right to satisfy itself that a person claiming a prize is entitled, and will remain entitled to such prize as the lawful bearer of a winning ticket.

9.2 Identification

Upon presenting a winning 50/50 ticket, the winner must:

- a) Provide 2 pieces of Identification
- b) Completely fill out the 50/50 Prize Claim issued by a Rotary Club of Mississauga member

9.3 Personal Information Collection

Each winner acknowledges that the Rotary Club of Mississauga may, at any time (and from time to time), during the prize claim process, require certain personal information from the winner and that the collection of such information (including, in certain circumstances, the winner's Social Insurance Number) is necessary to the proper administration. Any personal information is collected is intended to be used for the following principal purposes: to comply with legal and audit requirements, for announcing winners, awarding prizes, disclosure of insider wins for public scrutiny, and the posting of prize wins on the Rotary Club of Mississauga website for an extended period of time, and otherwise in accordance with the Rotary Club of Mississauga prize claim policy and any successors or replacement thereof, and for the Rotary Club of Mississauga internal business purposes. Each winner further acknowledges that any failure by the winner to provide the Rotary Club of Mississauga with such information may prevent the Rotary Club of Mississauga from paying or awarding all or part of the prize in the manner contemplated by the prize structure.

9.4 Group Ticket Purchase

The Rotary Club of Mississauga shall not be responsible for determining any individual's entitlement to all or a part of a prize won on a ticket purchased by or issued to a group.

10 General

10.1 Representations

The Rotary Club of Mississauga makes no representations of any kind whatsoever about the on-line system used to conduct lottery games and shall not be liable for any loss or damage suffered by any person as a result of the operation of the on-line system or the failure of the on-line system to operate properly or at all.

10.2

Persons designated by the Rotary Club of Mississauga as Related Parties are not eligible to participate in the 50/50 draw. Presently, the Rotary Club of Mississauga has deemed the employees and family members of Ascend (the makers of the electronic software

10.3

The Rotary Club of Mississauga may amend these Rules at any time and in any manner and without notice. They will publish updates as they occur.

10.4

These Rules of Play shall be governed by, subject to and interpreted in accordance with the laws of the Province of Ontario and the Federal laws of Canada applicable therein. The Courts of the Province of Ontario shall have exclusive jurisdiction to entertain any action or other legal proceedings based on or arising out of these Rules or any lottery game.

10.5

The headings in these Rules are for convenience of reference only and do not affect the interpretation of these Rules.

10.6

Unless otherwise specified by the Rotary Club of Mississauga, these Rules are effective as of June 1, 2019 and supersede the previously existing Ontario Lottery and Gaming Rules and Regulations

11 Early Bird Draw

11.1

The Early Bird draw will be held on Wednesday of the week of the Friday draw date.

11.2

Early Bird Draw Sales will cut off at 12 pm of the draw day and the draw announced at 1pm of the same day.

11.3 Early Bird Prize

The Early Bird draw will be a \$100.00 Gift Card

11.4 Posting The Winners

The same details will be posted our website. On Social media in our Newsletters

12 Draw Dates

Friday Aug 30, Sep 13, Sep 27, Oct 11, Oct 25, Nov 8, Nov 22, Dec 6, Dec 20.

13 License

The Rotary Club of Mississauga operates under the License Number: RCG4753



Alcohol and Gaming
Commission of Ontario
Commission des alcools
et des jeux de l'Ontario

Lottery Licence Licence de loterie

GIN/NIG:	RCG4753
Licensee / Titulaire de licence:	THE ROTARY CLUB OF MISSISSAUGA
Lottery Type / Type de loterie:	Raffle
Raffle Type/Types de tombola:	50/50 ELECTRONIC
Draw Type(s)/Type(s) de tirage:	50/50 ELECTRONIC
Draw Start Date/Date de début du tirage:	August 16, 2019
Draw End Date/Date de fin du tirage:	December 27, 2019