

4. Please provide the following so the eligibility of your organization can be reviewed. The submission of these documents is a requirement as per AGCO policy (see [the Lottery Licensing Policy Manual – LLPM](#))

- Incorporation Papers (Letters Patent)
- Constitution and Bylaws
- Current operating budget
- Financial statements for the preceding year
- Current listing of Board of Directors
- Notification of Charitable Registration (Canada Customs and Revenue Agency) (if applicable)
- The most recent Registered Charity Information Return & Public Information Return, as submitted to Canada Customs and Revenue Agency (if applicable)
- Detailed outline of all programs/services provided in the previous year and specific costs incurred in delivery
- Any other information that will assist in determining the charitable nature of the objects and purposes. (This could include the annual report, charitable number for income tax purposes, brochures, newspaper articles etc.)

Name of Signing Officer: _____		Signature of Signing Officer:
Title of Signing Officer: _____	Daytime Telephone Number: _____	

We endeavor to review applications as quickly as possible, however, please allow up to 3 weeks for processing.

Please submit your application and supporting documents via e-mail to licences@haldimandcounty.on.ca or by mail to the attention of:

Licensing Officer

Haldimand County Administration Building

53 Thorburn St. S

Cayuga ON N0A 1E0