

This publication outlines the policies established by the Registrar, pursuant to subsection 34(2) of the *Gaming Control Act*, and assists applicants in understanding the *Charitable Gaming Licensees Regulation*. The establishment of regulations and this policy do not modify, alter, or change any provisions in licences and permits that have been issued prior to October 1, 2021.

Applications may require up to a 30-day lead time for processing.

## 1 Definitions

The following definitions apply for bingo licences:

**Class A Licence** total prize value is greater than \$500 per licensing period.

**Class B Licence** total prize value is \$500 or less per licensing period.

**Gross Proceeds** total funds generated from a licensed lottery scheme.

**Net Proceeds** gross proceeds minus allowable expenses and prize payouts.

**Personal Bingo Verifier** means a device that may be used by individual bingo players to keep track of and verify numbers called by the bingo caller.

## 2 Applications

Applications for Class A and Class B lottery licences are available from Service New Brunswick (SNB) Centres and the Department of Justice and Public Safety (JPS).

Applications for Class A lottery licences are to be submitted to:

Department of Justice and Public Safety  
Gaming, Liquor and Security Licensing Branch  
P.O. Box 6000  
Fredericton, NB E3B 5H1

Applications for Class B lottery licences can be submitted to SNB or JPS. These licences may be granted from the office where the application and fees are received.

## 3 Fees

The following fees, payable to the Minister of Finance, must be submitted with the lottery applications:

- Class A - \$50
- Class B - \$20

## 4 Licence Period

The expiry date appears on the issued licence and is determined by the requirements of the planned event(s).

## 5 Management of Lotteries

The licensed lottery scheme must be conducted and managed by the licensee in the manner described in the application as approved. If there are any discrepancies between the licence and the application, as approved, the licence shall govern. Conduct and management of the lottery must not be delegated to another organization or to a person who is not a member of the organization.

Any changes or amendments to games which differ from those stated in the application must be requested in writing and must be authorized in writing by the Registrar.

If two organizations co-operatively offer a lottery scheme, one application and licence is acceptable, however; the application must note such an arrangement and list the responsible officers for both organizations.

Signed contractual agreement is required when broadcasting bingo event(s) through television or radio.

**Bingo paper sales outside of the province of New Brunswick are prohibited.**

## 6 Distribution of Proceeds

A minimum of 15 percent of gross proceeds from licensed lottery scheme must be utilized for the objectives indicated at the time of licence application. Commercial and private interests must not be the prime beneficiaries of a licensed lottery scheme.

All prizes and expenses incurred as a result of conducting a bingo shall be deducted and paid from the gross proceeds. The amount incurred for expenses may be limited by the Registrar. All net proceeds shall be used for charitable purposes within the province of New Brunswick unless otherwise approved by the Registrar.

Organizations intending to donate proceeds from licensed lottery scheme must provide letter of confirmation from recipient(s) of funds.

Confirmation from medical practitioner is required when providing financial assistance to individuals with unexpected medical expenses.

Confirmation from local fire department is required when proceeds are being used to provide financial relief to a family whose home was destroyed by fire.

## **7 Frequency of Allowable Bingo Events**

Licensees may conduct a maximum of 104 bingo events per licensing period.

Only 4 bingo events are permitted in any one location per week except when specifically approved at an agricultural fair or exhibition.

## **8 Giant Bingo**

Licensees may conduct a maximum of 24 giant bingo events (with total prizes in excess of \$20,000) per year. Only 2 giant bingo events per month are permitted and each event requires its own separate licence.

Rules of play must be established by the licensee and must be approved by the Registrar.

## **9 Personal Bingo Verifiers**

Personal bingo verifiers may be used at a bingo event to assist the player in tracking and verifying the numbers called. The bingo game must always be played through bingo paper with numbers dabbed by players in the conventional manner.

Under no circumstances shall a personal bingo verifier replace the use of bingo paper and dabbers.

Personal bingo verifiers may be offered by the licensee under the following conditions:

- The maximum number of cards that may be played with a personal bingo verifier shall be 36
- A maximum of one personal bingo verifier may be used per player, per bingo event.

## **10 Financial Records**

The licensee must keep records of all revenue, expenses and prizes paid throughout the licensing period. All records pertaining to the licensed lottery scheme must be retained for a period of six (6) years.

At the expiration of the licensing period, all licensed lottery schemes may be subject to an audit by approved auditing staff.

## **11 General**

The licence must be posted in a conspicuous place in the establishment where the bingo is being held.

JPS Investigators must be permitted access to all areas of the premises in which the bingo(s) take place.

All prizes described in the application as approved and/or publicly announced must be awarded.

Unless designated in the licensee's rules of play, there is no age restriction to participate in bingo events.