



EKSC RAFFLE POLICY **(for all raffles up to \$20,000)**

1. Purpose

The Raffles Policy has been established by the Board of Directors of the Edmonton Keyano Swim Club to:

- Adhere to the guidelines and Regulations as set out by the AGLC;
- Establish guidelines specifically for EKSC's best interests.

2. Obligation to Provincial Law

All matters not specifically described are to be guided by the AGLC guidelines and regulations. If over time there are any changes to AGLC guidelines and regulations, or if an item under this policy is found to be out of line with AGLC guidelines and regulations, then EKSC reserves the right to follow AGLC guidelines and policy until such time as an amendment to this policy can be properly approved.

3. Announcement of a new Raffle

- a. The AGLC raffle license must be approved prior to the announcement of the raffle;
- b. Grand Prize Draw(s) shall be announced at the start of the raffle, including:
 - i. The exact time and date of the draw(s);
 - ii. Retail value of all prizes or the nature of any percentage-based prizes;
 - iii. Ticket prices and the associated ticket colours for each ticket price;
 - iv. Total number of tickets available to be sold;
 - v. Any other information, like a minimum number of tickets to be sold;
- c. Posting of the raffle information and a copy of this policy will be posted on the EKSC website prior to the raffle's first draw date.

4. Eligibility to Purchase Raffle Tickets

- a. The Raffle Chairperson and anyone designated to assist in conducting the draw shall be prohibited from purchasing tickets;
- b. Employees and Executive Committee members of the board of directors shall be prohibited from purchasing tickets;
- c. All other persons in the Province of Alberta at the time of ticket purchase and over 18 years of age are eligible.

5. Conducting the Draw

- a. The draw(s) will be conducted by:
 - i. one Executive member of the Board of Directors;
 - ii. one person of the public who does not have a ticket or an interest in the draw (this may be a member of EKSC);
 - iii. The Raffle Chairperson may be designated to one of these roles.
- b. The draw(s) shall be open to the general public;
- c. All reasonable measures will be taken to contact the winner immediately following the draw(s), including posting the winning ticket information on the EKSC website;
- d. If, after one full year, a winner has not come forward to claim their prize – despite all reasonable methods to contact them being exhausted – EKSC shall apply to the AGLC to have the value of the unclaimed prize accrue to their own charitable purposes.

6. Raffle Rules

- a. The Raffle will be conducted in strict accordance with AGLC guidelines and regulations.
- b. The Raffle shall be open to the general public;
- c. Raffle tickets shall not be sold to a person under 18 years of age;
- d. Raffle ticket sellers must advise adult ticket buyers not to write the name of a person under 18 years of age on the ticket;
- e. If a winning ticket bears the name of a person under 18 years of age, AGLC regulations governing such matters shall apply;
- f. Tickets shall only be offered for sale within the Province of Alberta;
- g. A purchaser and/or winner does not have to be a resident of Alberta, provided that they were present in the Province of Alberta at the time of purchasing the ticket;
- h. If a winning ticket bears the name of more than one person, EKSC shall award the prize to only one of those persons named, and neither EKSC nor the AGLC shall be responsible for any disputes that may arise between the different individuals whose names appear on the ticket stub;
- i. EKSC may set a minimum number of tickets to be sold prior to any point before the draw date. If that minimum is not reached, the draw date(s) may be extended or the raffle cancelled upon AGLC approval. If the raffle is cancelled, the purchasers will receive full ticket price refunds.
- j. Once a ticket has been purchased, no refund will be issued except in the unlikely situation where the raffle has been cancelled.

7. Review

- a. The Board will review the contents of, and compliance with, this policy regularly.