

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 monte carlo 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.

## 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 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

## 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.

## 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.

## 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 lottery 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 Financial Records

The licensee must keep records of all revenue, expenses and prizes paid throughout the licensed event. 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 audit staff.

## **8 Games and Prizes**

The maximum allowable number of blackjack tables is 20 and the maximum number of wheels of fortune is 10.

Games will be played with scrip, tokens, or chips.

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

Prizes must be disposed of once only at a specified time after play has ceased.

## **9 General**

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

JPS Investigators must be permitted access to all areas of the premises in which the lottery scheme is taking place.

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