

**PLEASE JUST DO
NUMBERS 1 & 2 AT THIS TIME.**
Thank you.

LOTTERY RETAILER APPLICANT:

1. **Please complete in full and return the Lottery Retailer Application, along with pictures of the interior and exterior of your business, to the contact information at the top of the Application form.**
2. **Applications are reviewed by the Lottery Review Committee and you will be contacted once the process is complete.**
3. **IF APPROVED**, the following are requirements in order to be a Lottery Retailer in Saskatchewan:
 - a. The applicant's business must be registered at the **Information Services Corporation** office in Regina (Corporate Registry: 1-306-787-2962 or www.isc.ca);
 - b. The applicant must provide an Irrevocable Letter of Credit from a banking institution for \$5,000 OR a \$5,000 certified cheque to be held on deposit. Depending on payment method and arrears on the account, the Security Deposit is returned (interest-free) when the business changes ownership/closes;
 - c. The applicant will provide bank account information by completing an "Authorized for Pre-Arranged Payment" form that will be supplied to you, in order for the weekly invoice amounts to be automatically withdrawn;
 - d. The applicant will provide a Criminal Record Check;
 - e. The applicant will follow all the rules and regulations as set out by Sask Lotteries and Western Canada Lotteries Corporation with respect to the sale of lottery tickets.
 - f. A power supply and adequate counter space must be allocated for the lottery terminal and its related equipment. A minimum of a two-foot wide counter area is required for the terminal, printer and bar code reader. Also included is a Customer Ticket Checker which is cabled to the terminal, will also require a power supply and can be counter or wall mounted within the business.
 - g. After the lottery terminal installation, your account will be placed on a six (6) month probation period during which time **projected annual ticket sales of \$36,000 are required to maintain the terminal.**

The Retailer Commission structure is as follows:

- Retailer Sales Commission for lottery tickets is 5%;
- Retailer Redemption Commission for redemption of winning tickets (up to and including \$1,000) is 2%.

Upon signing the Lottery Retailer Application, the applicant hereby certifies that there are not misrepresentations or falsifications in the information stated in the application. The applicant authorizes Sask Lotteries to obtain credit or general information reports about the applicant or any partner, officer or shareholder of the applicant which may assist Sask Lotteries in making a decision on this application.



SASK LOTTERIES

LOTTERY RETAILER APPLICATION

FOR NEW APPLICANTS:

1. Complete all sections of the application.
2. Attach pictures of the exterior and interior of the retail location to this application.
3. Return using a format below:

FOR CHANGE OF OWNER APPLICANTS:

1. Complete all sections of the application.
2. Return using a format below:

MAIL: Sask Lotteries, 510 Cynthia Street, Saskatoon, SK S7L 7K7

EMAIL: retailers@sasklotteries.ca **FAX:** 306.242.8007

New Applicant Change of Owner Effective Date: _____

Retailer Number

SYSID Number

**SHADED AREAS
OFFICE USE
ONLY**

Agreement Number

Territory Number

Classification Code

Special Flags

Retail Location Name:							
Mailing Address:							
City:			Province:		Postal Code:		
Street Address (if different than mailing address) or Legal Land Description (Block # / Lot #, Range #, etc.):							
Landline Phone No:		Email:			Cell Phone:		
Hours of Business	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
FROM: A.M.							
TO P.M.							
Lease Landlord:					<input type="checkbox"/> Owned <input type="checkbox"/> Leased		
Address:							
City:			Province:		Postal Code:		
Phone:				Fax:			

Business Type: <input type="checkbox"/> Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Limited Company <input type="checkbox"/> Corporation					
Corporate Name (Name of Company registered at Information Services Corporation)					
Information Services Corp. Entity Number (maximum 10 digits in length):					
Mailing Address:					
City:		Province:		Postal Code:	
Phone:			Email:		

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Retailer Number

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SYSID Number

List below, names and positions of owners, partners, officers of the retail location

Contact Name:		Position/Title:		
Home Address:	City:	Prov:	Postal Code:	
Phone:		Email:		

Contact Name:		Position/Title:		
Home Address:	City:	Prov:	Postal Code:	
Phone:		Email:		

Contact Name:		Position/Title:		
Home Address:	City:	Prov:	Postal Code:	
Phone:		Email:		

List names of main Lottery contacts at the retail location (ie. Managers/Supervisors of the location)

Location Contact #1:	Position/Title:
Location Contact #2:	Position/Title:

- I agree to receive electronic communications from Sask Lotteries including newsletters, updates, invitations, notifications via email, text or other electronic means.

Email Address: _____

Your contact information has been collected by Sask Lotteries for purposes of communicating with you as a Lottery Retailer. Sask Lotteries does not sell any personal information that it collects to any third party and does not share or transfer personal information that is collected to unaffiliated third parties for their own marketing efforts.

Applicant's Name:	Date:
Applicant's Signature:	