



## Instructions

### Complete this form if you are:

#### a) An individual who is applying for registration as a:

- Category 1 Gaming Assistant; or
- Category 2 Gaming Assistant.

#### b) Any of the following individuals associated with a supplier or operator that is applying for registration:

- A sole proprietor (in the case of an applicant that is a sole proprietor);
- A partner (in the case of an applicant that is a partnership);
- An officer or director of an applicant corporation and/or any parent or holding corporations;
- A shareholder holding 5% or more of any shares of an applicant corporation;
- A trustee and beneficiary of any trusts that hold any shares or interest in an applicant and/or its parent or holding corporations; or
- A principal employee, defined as:
  - a. An individual who needs ongoing access to sensitive areas\* of an Ontario gaming site on behalf of the applicant;
  - b. An individual who negotiates or sets prices on behalf of the applicant with an operator of an Ontario gaming site;
  - c. An individual who has signing authority related to the applicant's business dealings with an Ontario gaming site; or
  - d. An individual who has or will have ultimate decision-making authority over the applicant's day-to-day business dealings with an operator of an Ontario gaming site.

\* "Sensitive areas" are any area that requires strict access controls to secure the gaming site and/or safeguard gaming integrity or assets. Individuals who work with or service gaming equipment would also be considered to be accessing a "sensitive area".

#### c) An individual who performs any of the following functions as part of a trade union:

- a. Negotiates or administers a collective agreement which governs the wages, hours, working conditions or conditions of employment of any registered gaming assistant in Ontario;
- b. Grievance representation;
- c. Solicits, collects or receives any dues, assessments, levies, fines, contributions or other charges within Ontario for or on behalf of the trade union from any registered gaming assistant in Ontario;
- d. Acts as an officer, member of the governing body, business agent or in any other policy-making or supervisory position in the trade union; or

e. For compensation, advises, represents or provides other assistance to a trade union concerning any registered gaming assistant in Ontario with respect to those activities listed in a), c) and/or d) above.

**d) Any of the following individuals associated with a seller that is applying for registration:**

- A sole proprietor (in the case of an applicant that is a sole proprietorship);
- A partner (in the case of an applicant that is a partnership);
- An officer, director or shareholder (in the case of an applicant that is a corporation);
- A member (in the case of an applicant that is an association or an organization),

who have or will have decision-making authority and/or supervisory responsibility with respect to the sale of break open tickets and/or OLG products.

## **Attachments**

Where the space provided is insufficient to complete your response, attach a separate sheet of paper identifying the name of the person providing disclosure and label each answer with the appropriate question number and title.

### **Warning:**

It is the responsibility of the individual providing disclosure herein to notify the Registrar of Alcohol and Gaming in writing within 5 days of any material changes to the information supplied on this application or any attachment.

The provision of false, incomplete or misleading information, or the omission of information in this application or in the documents submitted with this application, or the failure to notify the Registrar of Alcohol and Gaming of any material changes to this information which occur following this application being filed, may result in the refusal, suspension or revocation of registration.



You may complete this application online and print the document for submission or fill it out by hand. Please PRINT clearly in INK. You must answer every question in this application. Incomplete or improperly completed applications may be returned.

<b>For Office Use Only</b>	F# _____	<b>Notes</b>
	R# _____	

**1. Individual** (full legal name)

Last Name		First Name		Middle Name(s)	
Please list any other names or aliases that you are currently known or have been known as (e.g. birth name, married name, nicknames, etc.)					
Position/Title/Department				Social Insurance Number	
Date of Birth YYYY MM DD	Sex <input type="checkbox"/> M <input type="checkbox"/> F	Do you have a Driver's Licence? <input type="checkbox"/> Yes <input type="checkbox"/> No	Driver's Licence Number	Jurisdiction (Province/State)	

**2. Identification**

New applicants must provide copies of two (2) pieces of government-issued identification, one of which must include a recent photo (e.g. driver's licence, passport). Copies are not required if you are renewing your registration.

Gaming assistants who are or are planning to work in the Charitable Sector must also provide two (2) identical unaltered passport size photos (for use in your laminated photo ID card). See Category 1/Category 2 assistant application guide for more details.

Attached

**3. Addresses**

**a) Current Residence**

Street Number	Street Name		Street Type	Direction	Suite/Floor/Apt.
Lot/Concession/Rural Route	City/Town/Municipality	Province/State	Country		Postal Code/Zip Code
Telephone Number (Home) ( )	Telephone Number (Cell) ( )	Telephone Number (Work) ( ) Ext.		Fax ( )	
Email		Date you first started living at this residence	From:	YYYY	MM DD

**Please attach a list of your residence(s) for the last 4 years (if different from above).**

**b) Mailing Address** (if different from your current residence address above)

Street Number	Street Name		Street Type	Direction	Suite/Floor/Apt.
Lot/Concession/Rural Route	City/Town/Municipality	Province/State	Country		Postal Code/Zip Code




## 7. Personal Finances


a)	Have you ever filed for bankruptcy, been petitioned into bankruptcy or made a consumer proposal under any bankruptcy or insolvency law in Canada or elsewhere?	<input type="checkbox"/> Yes <input type="checkbox"/> No	▶	If <b>YES</b> , please attach the following details to this application labelled "Personal Finances": (1) date of occurrence; (2) name and address of trustee or court appointed receiver; and (3) current status (please provide copy of original filing package(s) and discharge if applicable, if they have not already been provided to the AGCO).
b)	Has any entity in which you are/were either an officer, director and/or a shareholder with 20% or more of any shares filed for bankruptcy or been petitioned into bankruptcy under any bankruptcy or insolvency law in Canada or elsewhere?	<input type="checkbox"/> Yes <input type="checkbox"/> No	▶	If <b>YES</b> , please attach the following details to this application labelled "Personal Finances": (1) date of occurrence; (2) name and address of trustee or court appointed receiver; and (3) current status (including discharge date if applicable).
c)	Do you have any loans in default and/or debts that have been sent to collections and that remain outstanding?	<input type="checkbox"/> Yes <input type="checkbox"/> No	▶	If <b>YES</b> , please attach the following details to this application labelled "Personal Finances": (1) name of original creditor; (2) purpose of loan/credit; (3) date loan/credit incurred; (4) amount owing; and (5) details regarding repayment plan (if any).
d)	Are you in arrears in either filing or paying your income taxes?	<input type="checkbox"/> Yes <input type="checkbox"/> No	▶	If <b>YES</b> , please attach the following details to this application labelled "Personal Finances": (1) the latest year you filed/paid your income tax; (2) amount owing; (3) jurisdiction; and (4) any other relevant details (e.g. reason for arrears in filing/payment, details regarding repayment plan, as applicable).

## 8. Licences/Registrations


a)	Do you, either as an individual or as an officer, director and/or shareholder with 20% or more of any shares in an entity, currently hold a licence, permit, certificate or registration of any kind that is necessary to carry on specific business activities or to enter a profession in Canada or elsewhere? <i>This includes any licence, permit, certificate or registration in connection with gaming or liquor.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No	▶	If <b>YES</b> , please list below:
	Licence/Permit/Certificate/Registration Number			Type of Licence/Permit/Certificate/Registration
				Jurisdiction (Province/State)
	Licence/Permit/Certificate/Registration Number			Type of Licence/Permit/Certificate/Registration
				Jurisdiction (Province/State)
	Licence/Permit/Certificate/Registration Number			Type of Licence/Permit/Certificate/Registration
				Jurisdiction (Province/State)
If additional space is required, please include remaining licences/registrations on an attached sheet labelled "Licences/Registrations".				
b)	Have you, either as an individual or as an officer, director and/or shareholder with 20% or more of any shares in an entity, ever withdrawn an application for or been refused any type of licence, permit, certificate or registration by any kind of regulatory body or authority exercising jurisdiction over specific business activities or profession in Canada or elsewhere? <i>This includes any licence, permit, certificate or registration in connection with gaming or liquor.</i>			
	<input type="checkbox"/> Yes <input type="checkbox"/> No	▶ If <b>YES</b> , please attach the following details to this application labelled "Licences/Registrations": (1) reason for refusal or withdrawal; (2) date of occurrence; (3) type of licence/permit/certificate/registration; and (4) jurisdiction (province/state).		

- c) Have you, either as an individual or as an officer, director and/or shareholder with 20% or more of any shares in an entity, ever surrendered or had any type of licence, permit, certificate or registration suspended, revoked, or had a fine, monetary penalty or similar disciplinary action imposed in Canada or elsewhere? *This includes any licence, permit, certificate or registration in connection with gaming or liquor.*
- Yes    No    If **YES**, please attach the following details to this application labelled "Licences/Registrations": (1) name and address of entity (if applicable); (2) type of licence/permit/certificate/registration; (3) date of occurrence; (4) jurisdiction; (5) reason for surrender, suspension, revocation, imposition of monetary penalty, fine or disciplinary action; (6) length of suspension (if applicable); and (7) amount of fine or monetary penalty (if applicable).

## 9. Civil Proceedings Information

- a) Have you, either as an individual or part of an entity, ever had any type of claim successfully made against you in Canada or elsewhere?
- Yes    No    If **YES**, please attach the following details to this application labelled "Civil Proceedings Information": (1) description of claim; (2) date of proceeding(s); (3) name of other parties to the proceeding(s); (4) outcome of proceeding(s); (5) name and address of court; and (6) court file number (if known).

*Include orders, judgments, garnishment orders, administrative sanctions taken, disciplinary hearings, fines and penalties imposed, if any.*

- b) Do you have any outstanding claims filed against you, or in the process of being filed against you, in Canada or elsewhere?
- Yes    No    If **YES**, please attach the following details to this application labelled "Civil Proceedings Information": (1) nature of claim; (2) name and address of court; and (3) court file number (if known).

**NOTIFICATION UNDER FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT Subsection 39(2):**

**NOTICE**

The information on this form is collected pursuant to the *Gaming Control Act, 1992*. The principal purpose for which this information will be used is to consider my suitability or continued suitability for a gaming registration and/or the suitability or continued suitability for registration of an entity with which I am employed, involved or affiliated.

**CONSENT**

I consent to the Registrar of Alcohol and Gaming collecting such additional information about me as may be necessary to verify the information provided on this form and to determine my suitability or continued suitability for a gaming registration and/or the suitability or continued suitability for registration of an entity with which I am employed, involved or affiliated. I understand that it may be necessary for the Registrar to collect and receive additional information from any source, including some or all of the following domestic and foreign sources: financial institutions, credit bureaus and credit reporting agencies, regional and national banking and loan institutions. I further consent to the disclosure to the Registrar of any information sought including my police or criminal record, if any, and I hereby authorize the Chief of Police or other Officer in Charge to forward all relevant information to the Registrar. I hereby authorize the Ontario Provincial Police (OPP) to release records of criminal convictions and findings of guilt for which a pardon has not been granted, records of discharges which have not been removed from the Canadian Police Information Centre (CPIC) system in accordance with the *Criminal Records Act* and records of outstanding criminal charges of which the OPP is aware to the Registrar.

**ADDITIONAL INFORMATION**

If you have questions about the collection of your personal information on this form, please contact:

**Registrar of Alcohol and Gaming**

90 SHEPPARD AVE E  
SUITE 200  
TORONTO ON M2N 0A4  
Fax: 416 326-8711  
Tel: 416 326-8700 or 1 800 522-2876 toll free in Ontario

**Declaration**

I solemnly declare that I have read over this form and I make this solemn declaration conscientiously believing its contents to be true and knowing that it is of the same force and effect as if made under oath.

I also understand that this form may not set out all the questions that I may be asked nor constitute all the documentation and/or information that I may be required to supply. I understand that further questions may become necessary and that further documentation and/or information may be required during the application process and that if I do not wish to answer any further questions or supply any further documentation or information that my application will be abandoned.

Name

Signature

Date

YYYY

MM

DD