ATTENTION
Category 1 and Category 2 Gaming Assistants

AGCO | Alcohol and Gaming Commission of Ontario
Ontario

Renewing your Registration

Note: You will complete all of your AGCO-related transactions online using the iAGCO portal at **www.agco.ca/iAGCO**

Are you using iAGCO for the first time?

1. Go to the iAGCO online portal at **www.agco.ca/iAGCO**

2. Click on **Create a New Account** at the top of the page to register your account

3. Complete all the details on the screen. If you have received your online access code, enter it under the online access code section:

   Note:

   - If you already have a current Gaming Assistant Registration, you will receive your online access code in your renewal letter 60 days before your registration is set to expire.
   - You can also call AGCO Customer Service during regular business hours at **416-326-8700** or toll free **1-800-522-2876** to receive an online access code.
   - The online access code is used to link your iAGCO account to your information already on file with the AGCO.
   - New applicants do not require an online access code to apply.

4. Ensure you have confirmed your account registration via the confirmation email sent by iAGCO.

5. Please make sure the mailing address you have provided to the AGCO is up to date.

How to renew your current registration?

1. Log into your iAGCO account at **www.agco.ca/iAGCO**

2. Click on the **Renew button** displayed beside your registration under the "My Approved Licences/ Permits/Authorizations. Registrations" section on the Main menu screen. **Note:** The Renew button appears only 60 days before the expiry of your registration. Please do not attempt to renew sooner.

3. Proceed through all of the screens and answer all of the questions, provide any required documentation and pay the applicable fee to submit your renewal application (Note: NO fee required for Category 1 Lottery).

   Note: In the "Documents to attach" screen to upload your Personal History - Gaming form, download this form to your computer first (File ->Save as…), fill in all the details, save and upload the form to your application to complete your application submission process.

important

- **Do not submit a new application if you are renewing your existing registration.**

- **Ensure you have confirmed with your employer before selecting the renewal term (Option 1 is 1 year term; Option 2 is 2 year term)**

- **If you do not see a renew button contact AGCO Customer Service during regular business hours at at 416-326-8700 or toll-free at 1-800-522-2876 for assistance.**