

**THIS FORM MUST BE SUBMITTED AND APPROVED  
BEFORE GAMING PROCEEDS CAN BE USED FOR TRAVEL OUTSIDE ALBERTA**

For travel outside of Canada, the group must demonstrate a similar activity does not exist in Canada.

Eligible travel in Alberta does not require the submission of a Travel Itinerary Form.

**Note: The travel must be required for the group to deliver its programs in Alberta. Travel that is social, recreational or administrative in nature is not eligible.**

**Return this form to:** 50 Corriveau Avenue  
St. Albert, AB T8N 3T5  
Telephone: 780/447-8600  
Toll-Free: 1-800-272-8876  
Fax: 780/447-8912  
Website: [www.aglc.gov.ab.ca](http://www.aglc.gov.ab.ca)

**ORGANIZATION NAME**

Name: \_\_\_\_\_ I.D.#: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_ City/Town \_\_\_\_\_ Postal Code

**SIGNING AUTHORITIES**

**WE CERTIFY THAT:** all information and documents supplied are correct, and the group has authorized us to make this request. Any AGLC Inspector may examine and make copies of all records relating to this request and/or licence. This includes the approved bank account(s) at any financial institution(s).

**President Signature:** \_\_\_\_\_

Print Full Name: \_\_\_\_\_

Date of Birth: 

yy	mm	dd
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Mailing Address: \_\_\_\_\_

Postal Code \_\_\_\_\_

Residence Phone: ( ) \_\_\_\_\_ Business Phone: ( ) \_\_\_\_\_ Fax: ( ) \_\_\_\_\_

Email: \_\_\_\_\_

**Treasurer Signature:** \_\_\_\_\_

Print Full Name: \_\_\_\_\_

Date of Birth: 

yy	mm	dd
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Mailing Address: \_\_\_\_\_

Postal Code \_\_\_\_\_

Residence Phone: ( ) \_\_\_\_\_ Business Phone: ( ) \_\_\_\_\_ Fax: ( ) \_\_\_\_\_

Email: \_\_\_\_\_

**EVENT**

Name: \_\_\_\_\_

Destination: \_\_\_\_\_ Dates: \_\_\_\_\_

Describe the activity/event: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\*The following information must be attached to this form:

- Letter of invitation / approval / sanction list – see Interpretation Bulletin for details.
- Detailed daily schedule.
- List of names and positions held for all individuals traveling.

\*Refer to Interpretation Bulletin.

<b>EVENT (Con't)</b>	
Number of Participants: _____	Number of Support Staff: _____
<i>(Attach list of names and positions held with organization. Note: 1 support person per 5 participants or portion thereof – see Interpretation Bulletin)</i>	
Individual Participant Contributions: \$ _____	Individual Support Staff Contributions: \$ _____
Number of individuals 21 years of age and under: _____	
Number of individuals over the age of 21: _____	
<b>*Sports groups must ensure a minimum of 50% of its gaming proceeds are used on its youth programs.</b>	

ESTIMATED EXPENSES	Cost	# of Persons	# of Days	Sub-Total
Transportation Costs	\$ _____ x	_____ x	_____ =	\$ _____
Vehicle Rentals	\$ _____ x	_____ x	_____ =	\$ _____
Equipment Transportation	\$ _____ x	_____ x	_____ =	\$ _____
Accommodation	\$ _____ x	_____ x	_____ =	\$ _____
Food	\$ _____ x	_____ x	_____ =	\$ _____
Entry Fees	\$ _____ x	_____ x	_____ =	\$ _____
<b>TOTAL</b>				\$ _____
<b>LESS: NON-GAMING CONTRIBUTIONS</b>				\$ _____
<b>GAMING PROCEEDS REQUESTED</b>				\$ <span style="border: 1px solid black; display: inline-block; width: 100px; height: 20px; vertical-align: middle;"></span>

<b>FOR OFFICIAL USE ONLY</b>	<b>Approved / NOT Approved</b>
Comments/Conditions: _____ _____ _____ _____ _____ _____	Total Gaming Proceeds to be used: \$ _____  _____ per: Alberta Gaming and Liquor Commission  _____ Date

<p>The information collected as part of this application is for the sole use of the Alberta Gaming and Liquor Commission in determining the eligibility of the applicant for registration.</p> <p>The specific legal authority for the collection of this information is the <i>Alberta Gaming and Liquor Act</i>, and the <i>Alberta Gaming and Liquor Regulation</i>.</p>	<p>Enquiries regarding the collection of information in accordance with the <i>Freedom of Information and Protection of Privacy Act</i> should be directed to:</p> <p style="text-align: center;">F.O.I.P. Coordinator          Alberta Gaming and Liquor Commission          50 Corriveau Avenue          St. Albert, Alberta T8N 3T5          Telephone: (780) 447-8600 Fax: (780) 447-8919          Website: www.aglc.gov.ab.ca</p>
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