

**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.

**Return this form to:** Alberta Gaming & Liquor Commission  
Social Responsibility & Licensing/Compliance

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

Use of Proceeds  
50 Corriveau Avenue  
St. Albert, AB T8N 3T5  
Main: 780-447-8600  
Use of Proceeds Line: 780-651-7600  
Toll-Free: 1-855-506-1066  
Fax: 780-447-8912

**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.**

**A Request to Amend Use of Gaming Proceeds form is not required when submitting a Travel Itinerary form.**

**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: \_\_\_\_\_

\_\_\_\_\_

Residence Phone: \_\_\_\_\_ Business Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

( ) ( ) ( )

Postal Code \_\_\_\_\_ Email: \_\_\_\_\_

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

Print Full Name: \_\_\_\_\_ Date of Birth: 

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

\_\_\_\_\_

Residence Phone: \_\_\_\_\_ Business Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

( ) ( ) ( )

Postal Code \_\_\_\_\_ Email: \_\_\_\_\_

**EVENT**

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

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

Describe the activity/event:

\_\_\_\_\_

\_\_\_\_\_

(over)

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

- Letter of invitation / approval / sanction list – see Special Terms and Conditions For Travel.
- Detailed daily schedule.
- List of names and positions held for all individuals traveling.
- If Registration Fee applies, provide detailed breakdown of costs included in fee.

\*Refer to Charitable Gaming Policies Handbook – Specific Use of Proceeds – Travel at [aglc.ca](http://aglc.ca).

**EVENT (Con't)**

Number of Participants: \_\_\_\_\_ Number of Support Staff: \_\_\_\_\_

*(Attach list of names and positions held with organization. Note: 1 support person per 5 participants or portion thereof – see Interpretation Bulletin)*

Individual Non Gaming Participant Contributions: \$ \_\_\_\_\_ Individual Non Gaming Support Staff Contributions: \$ \_\_\_\_\_

Number of individuals 21 years of age and under: \_\_\_\_\_

Number of individuals over the age of 21: \_\_\_\_\_

**\*Sports groups must ensure a minimum of 50% of its gaming proceeds are used on its youth programs.**

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	_____	=	\$ _____
Registration Fees	\$ _____	x	_____	x	_____	=	\$ _____
					<b>TOTAL</b>		\$ _____
					<b>LESS: NON-GAMING CONTRIBUTIONS</b>		\$ _____
					<b>GAMING PROCEEDS REQUESTED</b>		\$ <input type="text"/>

**FOR OFFICIAL USE ONLY**

Approved

Not Approved

Incomplete

Total Gaming Proceeds Approved: \$

Comments/Conditions: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

<p>The personal information you are providing on this application is collected under the authority of the Gaming and Liquor Act, Gaming and Liquor Regulation, and section 33(c) of the <i>Freedom of Information and Protection of Privacy Act</i>. The information is strictly for the use of the Alberta Gaming and Liquor Commission (AGLC) for authorized purposes only including assessing your eligibility for a licence and the processing of your application in compliance with AGLC policy. The personal information you provide is managed according to Alberta's <i>Freedom of Information and Protection of Privacy Act</i> under which you have a right of access to your personal information.</p>	<p>If you have any questions about the collection or use of the information, please contact:</p> <p>Social Responsibility and Licensing/Compliance Division                  Alberta Gaming and Liquor Commission                  50 Corriveau Avenue                  St. Albert, Alberta T8N 3T5                  Main: 780-447-8600                  Use of Proceeds Line: 780-651-7600                  Toll-free: 1-855-506-1066 Fax: 780-447-8912</p>
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