

Chase the Ace Standardized Rules of Play

Department of Justice and Public Safety
Gaming, Liquor and Security Licensing Branch
P. O. Box 6000 Fredericton, NB E3B 5H1

Disclaimer: Rules of Play must be displayed at all times (paper or electronic) and copies available upon request. Requests for revisions of these Rules of Play must receive prior approval from the Gaming, Liquor and Security Licensing Branch of the New Brunswick Department of Public Safety. The individuals involved in the setup of any cards for the current draw MUST NOT hold a ticket for that draw. The organization's key personnel CANNOT be ticket holders.

Organization: _____

1 Location, Day, Time of Ticket Sales and Draw

Draw will take place at _____

Draw Day: _____ Draw Time: _____

Tickets will be sold between _____ o'clock and _____ o'clock

Alternate Location(s) of ticket sales: _____

Chase the Ace style lotteries utilize the sale of physical paper tickets with a weekly manual ticket draw and manual card pick by the ticket winner or other as designated. Tickets are only permitted to be sold to individuals who are physically located in the province of New Brunswick at the point of sale. If you cannot verify that the ticket purchaser (player of the lottery) is physically in the province at the time of ticket purchase, they cannot be sold a ticket. Tickets can only be sold for the next draw date. Preselling tickets beyond the next draw date is prohibited.

Additional satellite and/or selling locations must be submitted to and approved by the licensing authority. If multiple selling points are being used, then contracts must be submitted with your application.

NOTE: If tickets are being sold throughout the week prior to the draw and/or if the winner does not need to be present to win, stub tickets that collect the players name and contact information **must** be used. A copy of the ticket **must** be submitted with your application. Roll tickets are to be used only for event based raffles. Event based means the tickets sales, ticket draw and card pick all occur on the same day at one event. Please refer to Best Practices document for more information.

2 Cost of Tickets (indicate cost of bundled tickets if any)

Ticket cost: \$ _____

3 Prize Information

50% of the ticket sales for that day will go to: _____

_____ % will be awarded to the winning ticket holder.

_____ % will be added to the jackpot.

50% of gross ticket sales for the draw date(s) must go to the organization.

4 General

- a. **Licence:** Up to a maximum of 52 draws per licence. If the target card is a joker, then another card must be removed from the deck prior to the start of the lottery. Once the target card is drawn, the licensing authority must be notified in writing/email/fax. The licence then terminates. A new licence cannot be obtained until a new application, fees and financial report are submitted to GLSL for review.
- b. **Conclusion and New Licence:** Please allow a minimum of 2 weeks for the review of the financials and the processing of a new application and fees. NOTE: depending on volume wait times may be longer.
- c. **Request for Revisions:** Requests for revisions to these Rules of Play require prior approval of the Gaming, Liquor and Security Licensing Branch.

5 Draw Process

- a. The paper ticket holder _____ (must/must not) be in attendance at the draw.
- b. If the physical ticket holder does not need to be in attendance, then paper stub tickets containing the player's name and contact information **must** be used and the following process will be followed:

- c. Each participant purchasing a ticket is responsible to ensure the information on the physical ticket stub is complete and legible.
- d. Immediately prior to the draw, an announcement is to be made identifying the ticket sales for the day, amount of the ticket winner prize, amount to be added to the jackpot and the revised jackpot amount.
- e. Roll up sleeves or wear short sleeves when drawing a ticket and handling cards. Show empty hands prior to drawing the ticket, before and after handling cards.
- f. If the _____ card is selected, the winner receives the jackpot. Otherwise, the jackpot amount carries forward to the next draw and the details of the selected card are logged on the Tracking Sheet provided and card destroyed.
- g. If the winner is required to be present, the winning ticket number is to be announced by both audio and visual means at **15**-minute intervals. Subsequent draws are not to take place any less than **15** minutes apart.
- h. The cards will be displayed in such a manner as to reveal that the _____ card is in the deck.

The following procedure is recommended for picking the card from the deck: CARDS MUST NOT BE CUT. Cards must be shuffled, spread out on the table and mixed sufficiently. Cards may also be pre- shuffled and placed in a sealed envelope after each draw. When it's time for card selection by the ticket winner, the winner puts ONE finger on the selected card. The coordinator from the organization will then remove all surrounding cards while the ticket winner holds their finger on the card. Once all surrounding cards have been removed, the selected card will be turned over by coordinator.

Licensee may, at their discretion, add any unique rules specific to this Chase the Ace style lottery. Please include here or provide an attachment:

1. _____

2. _____

6 Licensee Administrative Rules

- a. Seeding of a jackpot (jackpot that starts out with money in it prior to ticket sales) may be approved by GLSL; however, only up to a maximum of \$5000.00. Should the organization wish to offer this amount, a bond or letter of guarantee from a financial institution will be required. If the target card is drawn early, resulting in the organization's failure to meet the 15% minimum requirement as set in the *Charitable Gaming Licensees Regulation*, future seed money will be approved on a case by case basis.
- b. Licensee must maintain an on-going record denoting the serial number (sequence) for all paper tickets in play for each week of the lottery. The Licensee must ensure records are maintained and available upon request by the licensing authority detailing weekly financials, complete draw details and other information relevant to the lottery scheme. The Chase the Ace Tracking Form provided must be completed each week and kept for audit and verification purposes. **The use of a chartered accountant is highly recommended.**
- c. For event based draws (ticket sales and draw are the same day) under **\$150,000** using paper roll tickets, (serialization and identification) must be unique from draw to draw. For draws over **\$150,000**, commercially printed paper stub tickets with the licence number and the player's name and contact information are required to be used for all draws. If the licensee does not wish to use stub tickets, then they must deploy their exit plan and elect to perform multiple draws in one evening until the target card is drawn and the jackpot awarded. This will conclude the lottery.

- d. When paper stub tickets are used, the licensee may propose an alternate arrangement to the ticket holder being present at the draw.
- e. It is the Licensee's responsibility to ensure the deck of cards is secured between draws and that the sold tickets left after the draw occurs are sealed and secured separate and apart from tickets available to be sold for the next draw. The tickets can be disposed of the day before the next draw.
- f. If ticket holders must be present at the draw:
Once a jackpot reaches the \$100,000 mark, the licensee shall start working on an Operational Plan which must be in place by the time the jackpot reaches \$150,000. If no Operational Plan is submitted to GLSL and approved by the time the jackpot reaches \$150,000, then an Exit Strategy must be enacted. See Best Practices document for Operational Plan contents.
- g. All Licensees must notify the provincial lottery authority as soon as reasonably possible, if the jackpot is expected to exceed \$150,000.
- h. The licensee must video tape all draws once the jackpot reaches \$150,000. The licensee is required to maintain all video/ electronic taping for audit purposes. It is highly recommended that the licensee video tape all draws.
- i. If, for any reason, (i.e. winter storm) you need to reschedule a draw you need to inform the GLSL as soon as possible.

I have read and fully understand the contents of these Standardized Rules of Play and acknowledge that these Rules of Play supersede any additional rules established by the organization.

I have read and fully understand the Raffle Licensing Policy for conducting this lottery scheme.

Name of Primary Licensee/Organization _____

Title and Signature

Name of Secondary Licensee/Organization _____

Title and Signature