

APPENDIX 2

CONTENTS OF THE PROPOSAL TO RELOCATE A BINGO HALL

1. Covering letter outlining the request.
2. A copy of a valid Certificate of Registration as a gaming supplier.
3. A map identifying the location of the proposed bingo hall as well as the location of all existing registered bingo halls within a 30 km radius of the proposed site. A list of all registered suppliers is available from the AGCO.
4. A description of the proposed operation of the bingo hall outlining specifically how the new hall differs from the existing hall including:
 - ☐ amount of prize board (per session) indicating the fixed and variable games and prize values
 - ☐ number of bingo sessions proposed
 - ☐ paper/book prices
 - ☐ seating capacity
 - ☐ realistic estimate of attendance by session
 - ☐ realistic estimate of spend per player by session
 - ☐ realistic estimate of profits for charities
 - ☐ realistic estimate of hall operating costs and profits
 - ☐ where the customer base will be drawn from
 - ☐ ancillary functions (banquet facilities, food concessions, etc).
5. A list of charities supporting the relocation (complete names, contact person, addresses and telephone numbers). Also, include a list of all charitable organizations affected by this move and a letter of support from the "sponsors' association".
6. Details of the proposed facility (blueprints, floor plan, air circulation system or availability of "smoke eaters", etc.).
7. Documents demonstrating that the new premises comply with all zoning requirements and municipal by-laws.
8. Summary - outline reasons why the proposed relocation should be approved summarizing the benefits to the community.

NOTE: The applicant must provide a minimum of 5 copies of the proposal to the municipal council. Additional copies may be requested.