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# Catch the Ace - Rules

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## 1) Ticket Sales and Purchases

- a) Tickets may be purchased by any member of the Royal Canadian Legion branch #170, any member of the Rotary Club of Uxbridge, or any member of the general public provided they are of a legal voting age, subject to the following exceptions:
- The committee members who are responsible for the operation and direction of a draw cannot purchase tickets, but their spouses may.
  - Employees, cashiers or any person selling tickets cannot buy tickets when they are on duty, but once they have cashed in at the end of a work shift, or are off duty, they are considered a general public member and may purchase tickets.
  - A maximum of 10 tickets may be purchased at any one retail venue, in any one transaction and on any one day.
- b) Tickets may be purchased from Wednesday morning, until the following Monday night, at the following locations;
- The Royal Canadian Legion branch #170, from 1:00 p.m. until 10:00 p.m. on Wednesday, Thursday, Friday and Monday; from 1:00 p.m. until 9:00 p.m. on Saturday; and from 2:00 p.m. until 6:00 p.m. on Sunday.
  - There will be an additional Royal Canadian Legion branch #170 one time ticket sales period on the January 1, 2019 draw date, starting at 12:00 p.m. and continuing until 3:00 p.m.. The 5:00 p.m. draw will proceed as normal.
  - Canadian Tire Corporation, Uxbridge location, from 8:00 a.m. until 9:00 p.m. on Wednesday, Thursday, Friday and Monday; and from 8:00 a.m. until 7:00 p.m. on Saturday; and from 8:00 a.m. until 6:00 p.m. on Sunday.
  - At Vince's Market, 234 Toronto Street South, Uxbridge, from 8:00 a.m. till 9:00 p.m. Monday, Wednesday, Thursday and Friday; from 8:00 a.m. till 8:00 p.m. on Saturday; and from 8:00 a.m. until 7:00 p.m. on Sunday.
  - At PharmaSave Uxbridge Medical Pharmacy from 9:00 a.m. till 6:30 p.m. Monday, Wednesday, Thursday; from 9:00 a.m. till 6:00 p.m. Friday, and from 9:00 a.m. till 4:00 p.m. Saturdays.
  - At the Uxbridge Farmers Market, Victoria Street, Uxbridge, On Sundays from 9:00 a.m. until 2:00 p.m. during the crop growing season.
  - At the 8 annual Canadian Blood Services blood donor clinics sponsored by the Rotary Club of Uxbridge, held at the Uxbridge Senior Centre on Marietta Street. Hours are from 2:00 p.m. until 8:00 p.m., once every six (6) weeks. Balance of scheduled clinics will be December 7 in 2018, plus January 4 and March 1 of 2019.
  - At any regular meeting of the Rotary Club of Uxbridge, each Thursday morning from 7:00 a.m. until 8:30 a.m.  
There will be no tickets sales on Tuesday (draw day)
- c) Tickets will be sold for \$5.00 each, and a maximum of 1000 tickets will be printed and allocated for sale for each weekly draw. Any unsold tickets allocated for any given week, will be kept for 30 days, together with the sold ticket stubs, and then destroyed by shredding.

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- d) Ticket sales receipts, at all locations, will be kept separate from all retail or other sales receipts, accounted and reconciled separately and collected by an executive member of the Catch the Ace committee weekly.
- e) Tickets will be stub type tickets, requiring completion of contact information by the purchaser, as well as the selection of a number between 1 and 52 which will correspond to an envelope numbered as noted in 5 c) below. Each sales location will have a board or some other form of display indicating which numbers have been drawn in previous weeks, and which are still available for selection (sample attached).

### **2) Prizes**

- a) If your ticket is drawn, you will immediately win 20 % of the total ticket sales collected for the week culminating on the day of the draw, paid by cheque.
- b) If you selected an envelope number (from 1 to 52 of available and not previously selected numbers) when you purchased your ticket and place it in the draw box, the corresponding envelope will be drawn and opened. If it contains the Ace of Spades, you will also win the accumulated amount in the progressive jackpot, paid by cheque.
- c) If the card corresponding to the envelope you selected is NOT the Ace of Spades, the 30 % of total sales for that week allocated to the progressive jackpot will build until the Ace of Spade is drawn, subject to 2 e) below.
- d) Once the Ace of Spades is drawn, the lottery is over, and a new lottery under a new license # will commence for the following week.
- e) At any weekly draw, where the prize value (weekly draw prize plus accumulated progressive jackpot) is greater than \$47,500, the drawing will continue until a ticket is drawn which contains the envelope number which corresponds to the envelope containing the Ace of Spades. In this circumstance, the first ticket drawn will be the winner of the weekly draw (20 % of ticket sales). The amount normally allocated to the progressive jackpot will be so allocated, but each subsequently drawn draw ticket will ONLY win if their ticket contains the envelope number corresponding to the Ace of Spades.

### **3) The Draw**

- a) The draw will take place at the Royal Canadian Legion, branch #170, Franklin Street Uxbridge, each Tuesday afternoon at 5:00 p.m. EST. If it is determined that the venue is not of sufficient size to accommodate the number of persons attending the draw, approval by the licensing authority will be sought, notice provided and an alternate location found.
- b) There will be a one time change in draw day, resulting from the normal Tuesday draw falling on December 25<sup>th</sup>, 2018 (Christmas Day). That draw will take place on Wednesday, December 26, 2018 at 5:00 p.m.. All retail outlets will have notices posted in advance to this effect.
- c) It is not mandatory for the ticket holder to be present for the draw.

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- d) Immediately prior to the draw, the currently weekly draw prize, and the value of the progressive jackpot will be announced.
- e) If your ticket is drawn whether or not you are in attendance, the envelope which corresponds to the number on your ticket will be drawn and exposed to all in attendance.
- f) If your ticket is drawn, but you failed to indicate a number from the Catch the Ace board (between 1 and 52 of numbers still available) or you selected an envelope number that had previously been drawn, the Catch the Ace committee members who are monitoring and administering the draw will select the lowest envelope number from the envelope numbers still available, on your behalf. If that number corresponds to the Ace of Spades, you will be eligible for the progressive jackpot amount as if you had selected that envelope number yourself.
- g) The organizers will attempt to contact the weekly winner for 5 consecutive days at the phone number provided on the draw ticket, leaving a message when possible, as well as posting weekly winners in a local Uxbridge newspaper. In the event any weekly prize or jackpot is NOT claimed or collected within one year of the date of the draw, that winner will be disqualified and the prize money will be added to the progressive jackpot of the licensed draw in effect at that time.
- h) Any winner, if not known personally to the organizers, will be requested to provide identification to prove they are the person named on the ticket.

#### **4) Tickets**

- a) Tickets will be numbered sequentially.
- b) Tickets are only valid for the draw for which they are purchased. Once each weekly draw is completed, non-winning tickets will be removed from the draw box together with unsold tickets from that weekly allocation, and stored for 30 days before disposal.
- c) Each series of tickets will contain, in addition to 4 d) herein, the current lottery license number, the ticket number, and the contact information for the Ontario Problem Gambling Hotline.
- d) Each purchaser, upon purchasing his ticket, will immediately print the following information in the area provided;
  - Full name
  - Address
  - Telephone number
  - The envelope number from the display of numbers still available ( 1 through 52, less previously drawn numbers)
  - Upon completion of that information, the purchaser is responsible for placing the draw ticket in the sealed box provided at any of the three ticket locations noted herein.
- e) Ticket sales will cease at the close of business, each Monday, at the location the purchaser wishes to attend. No ticket sales will take place on the day of the draw.

#### **5) Disposition of Licensee/Charity proceeds**

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- a) After the 50 % of total weekly sales is allocated to the weekly winner and the progressive jackpot, the balance (50 % of total ticket sales) will be allocated as follows:
- Firstly to fund allowable expenses, defined as those expenses directly attributable to the operation of the lottery.
  - Secondly, the balance after allowable expenses, will be allocated to the partner charities as follows:
    - To the Licensee, The Rotary Club of Uxbridge, 55 %
    - To the Royal Canadian Legion Branch 170, 35 %
    - To the CTC JumpStart program (Uxbridge) 10 %
  - Each of the recipient organizations will utilize the funds donated to them in accordance with the AGCO rules and list of eligible recipients, causes or expenses.

### 6) Security

- a) All funds from tickets sales will be collected, reconciled and placed in a trust account owned by the licensee, and used specifically for the Catch the Ace lottery. All prize payouts, disbursements and allowable expenses will be paid from that trust account.
- b) All undistributed tickets and tickets from future weeks lotteries, will be kept in a locked safe under dual custody, accessible only by appointees of the licensee.
- c) The envelopes will be numbered as follows;
- At the beginning of each new lottery, a complete set of 52 playing cards will be placed randomly in 52 blank envelopes, organizers will confirm that the envelopes can NOT be seen through and the card inside identified.
  - Those 52 envelopes will be sealed, and shuffled by two appointees of the organizers.
  - The shuffled pile will then be numbered from 1 to 52 and placed in the same storage facility as the unsold or future dated tickets, under dual custody).
- d) The weekly draw will be video recorded (using camera phone, or video camera, provided that the video device captures both voice and a reasonable quality picture such that card identity and draw ticket information is readily discernable).
- e) The following activities will be video recorded;
- Opening of the point of sale ticket boxes and placement of all tickets into the draw drum.
  - Announcement of the weekly draw prize (20 % of total weekly sales) and the announcement of the cumulative progressive jackpot value.
  - The draw itself, including
    - i) the name of the winner
    - ii) a close up shot of the winning draw ticket
    - iii) the announcement of the selected envelope number.
    - iv) The opening of the corresponding envelope, and
    - v) The close up of, and the announcement of the actual card inside that envelope.
    - vi) The entirety of provision 2 e) if that provision becomes necessary.

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- f) Upon completion of each draw, the tickets will be removed from the drum, and held for a period of 30 days, after which they (and the unsold tickets) will be destroyed by shredding or some other method which protects the name and contact information of the purchasers.