

## Supplier Terms and Conditions

Suppliers of gaming and non-gaming supplies and services are required to observe these terms and conditions and the requirements of *The Alcohol and Gaming Regulation Act, 1997* and *The Gaming Regulations, 2007*. You can be fined, or have your registration suspended or cancelled, if you do not observe these terms and conditions.

If you are not satisfied with these terms or conditions and need more information about any of them contact:

Supervisor, Registration - Compliance Branch  
Saskatchewan Liquor and Gaming Authority  
Phone: (306) 787-1771  
Fax: (306) 798-0052  
Email: [registration@slga.gov.sk.ca](mailto:registration@slga.gov.sk.ca)

### 1. Application of Terms and Conditions

You are required to observe these terms and conditions, if you wish to keep your certificate of registration as a Supplier of Gaming and Non-Gaming Supplies and Services. In some cases, SLGA may excuse you in writing from observing certain of these terms and conditions. SLGA may add, change, substitute or delete terms and conditions when your certificate of registration is issued or at any time during your period of registration.

### 2. Forms and Materials

2.1 You must complete any forms and provide any information SLGA considers necessary.

2.2 You must complete the *Personal Disclosure Form* if you are or have been designated by SLGA to be a key person in the supplier's application for registration.

### 3. Validity and Expiry

3.1 Your certificate of registration as a Supplier of Gaming and Non-Gaming Supplies and Services is valid only if you pay the \$500 annual fee every year (unless SLGA has waived your fee), or a sum of \$1,500 for three years upon application. The annual fee to manufacture and distribute breakopen lottery tickets is \$5,000 per year.

3.2 Your certificate of registration expires three years after the date on which it is issued, unless SLGA gives an earlier expiry date on the certificate.

### 4. Costs

You are required to pay all reasonable costs of an investigation to determine if your business is suitable for registration as a gaming and non-gaming supplier of supplies and services.

## 5. Access to Information

- 5.1 You are required to provide SLGA with written permission for SLGA to obtain any information from any person or any source it considers necessary. (When you sign Part 12 of this form you give this permission.)
- 5.2 You are required to give SLGA access to copies of information that it considers necessary, including (but not limited to) personal, business, financial and tax information of your business and its key principals/persons. SLGA may request this type of information at any time during your period of registration.
- 5.3 You are required to give SLGA access, during normal business hours, to any premises, facilities and equipment used by your business to supply gaming or non-gaming services.
- 5.4 You are required to provide SLGA with copies of the criminal record of your business and its key principals/persons.
- 5.5 You must provide information requested by SLGA, including verification of criminal history, as soon as reasonably possible after SLGA requests it.

## 6. Accuracy of Information

The information you provide to SLGA must be accurate and complete.

## 7. Eligibility Criteria

In order to become a gaming and non-gaming supplier and to keep this status, your business must be of good character, have demonstrated financial responsibility and be capable of supplying the supplies and services for which you are registered.

## 8. Other Registration Requirements

- 8.1 Businesses applying for a certificate of registration as a Supplier of Gaming and Non-Gaming Supplies and Services may be required to register under *The Business Names Registration Act* or *The Business Corporations Act*. The criteria are as follows:
  - 8.1.1 A **sole proprietorship** – a business consisting of one owner. That owner may be either an individual or a corporation. If the owner is an individual, and carries on business under a name other than his or her personal name, that name must be registered under *The Business Names Registration Act*.
  - 8.1.2 A **partnership** – a business owned by two or more individuals or corporations. If the partnership carries on business under a name, that name must be registered under *The Business Names Registration Act*.
  - 8.1.3 A **corporation** – a legal entity that has a separate legal existence apart from its shareholders and directors. Corporations must register under *The Business Corporations Act*.

For information on registering under *The Business Names Registration Act* or *The Business Corporations Act*, contact Saskatchewan Justice, Corporations Branch at:

Phone: (306) 787-2962  
Fax: (306) 787-8999

e-mail: [corporations@justice.gov.sk.ca](mailto:corporations@justice.gov.sk.ca)  
Forms for paper application: [www.saskjustice.gov.sk.ca/corporations](http://www.saskjustice.gov.sk.ca/corporations)  
Forms for electronic application: [www.corporations.justice.gov.sk.ca](http://www.corporations.justice.gov.sk.ca)

## 9. Registration Category

Once registered as a gaming or non-gaming supplier, your business is permitted to supply only those supplies and services identified in Part 6 of the *Application Form (Product and/or Service Information)*. New products must be approved by SLGA prior to being offered for sale.

## 10. Penalties

If you breach any of the terms or conditions specified in the Act or Regulations, any terms and conditions imposed by SLGA, or any terms and conditions imposed by the Saskatchewan Liquor and Gaming Licensing Commission, SLGA may:

- suspend or cancel your certificate of registration, and/or
- fine you between \$100 and \$10,000.

## 11. Annual Fees

Unless exempt, your second and third year annual fees must be paid no later than the deadline provided by SLGA, unless you have paid for all three years upfront.

## 12. Provincial Tax

Gaming and non-gaming suppliers are required to collect and submit provincial sales tax to the Government of Saskatchewan, when the supplies and services supplied are taxable.

## 13. Notification of Changes

13.1 You are required to inform SLGA immediately of any changes that might affect your business's good character and its ability to provide suitable gaming and non-gaming services.

13.2 Changes that you must report include (but are not limited to) situations in which your business or any of its key people are:

- being investigated in connection with or detained, arrested, charged or convicted of any criminal, drug, gaming, customs, income tax offence or any offence related to a government financial assistance program,
- being sued in a civil proceeding, based in whole or in part on fraud, deceit, misrepresentation, breach of trust or similar conduct,
- the subject of a bankruptcy proceeding, or
- the subject of a gaming investigation by a regulatory agency, other than as an applicant.

13.3 You must notify SLGA immediately of any changes in officers, directors or shareholders (having more than a 5% interest in your business).

13.4 You must notify SLGA immediately if your business relocates or there is a change in contact person for the purpose of this registration.

## 14. Gaming Integrity Standards

Once registered as a gaming and non-gaming supplier, your business must comply with all applicable Gaming Integrity Standards as established by SLGA and any amendments thereto. A list of Gaming Integrity Standards and information on requesting a copy of the standards is available at [www.slga.gov.sk.ca](http://www.slga.gov.sk.ca).