

# Terms and Conditions of Registration

## Definitions

In these terms and conditions:

- (a) “**Act**” means *The Alcohol and Gaming Regulation Act, 1997*.
- (b) “**Applicant**” means a person who has applied for a Certificate of Registration as a gaming employee or a renewal of a Certificate of Registration as a gaming employee.
- (c) “**Authority**” means the Liquor and Gaming Authority (SLGA).
- (d) “**Control**” means the power to influence, directly or indirectly, whether through the ownership of voting securities, by contract, through associations or otherwise.
- (e) “**Key Person**” means:
  - (e.1) a person who owns at least 5% of a gaming supplier’s business
  - (e.2) a person who, in the opinion of the Authority, has control over, has provided direct or indirect financing to, or has a beneficial interest in:
    - i) a gaming or non-gaming supplier or a gaming or non-gaming supplier’s business,
    - ii) an affiliated corporation of a gaming or non-gaming supplier.
  - (e.3) a person who, for compensation or the promise of compensation, is employed by a gaming or non-gaming supplier in the conduct or management of a lottery scheme and who is directly representing the supplier in Saskatchewan and/or who is dealing directly with the licensee in Saskatchewan.

A “Key Person” is required to fill out a *Personal Disclosure Form* related to the supplier application process.
- (f) “**Person**” includes a partnership, corporation or an individual recognized in law.
- (g) “**Registrant**” means a gaming employee to whom a Certificate of Registration has been issued.

Gaming employees are required to observe these terms and conditions of registration and *The Alcohol and Gaming Regulation Act, 1997*. You can be fired from your job or fined, or have your Certificate of Registration suspended or cancelled if you do not observe these terms and conditions.

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

Registration Office  
Saskatchewan Liquor and Gaming Authority  
Phone: (306) 787-3990 or 787-1897  
Fax: (306) 798-0052  
e-mail: [registration@slga.gov.sk.ca](mailto:registration@slga.gov.sk.ca)

## 1. Application of Terms and Conditions

- 1.1 You are required to observe these terms and conditions of registration if you wish to keep your Certificate of Registration as a Gaming Employee. 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 of registration 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.

### **3. Validity and Expiry**

- 3.1 Your Certificate of Registration as a Gaming Employee is valid only if you pay the \$25 registration fee every 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. Access to Information**

- 4.1 You are required to provide SLGA with written permission for SLGA to obtain, on an ongoing basis, any information from any person or any source it considers necessary. (When you sign Part 12 of this form you give this permission.)
- 4.2 You must provide information to SLGA, including verification of your criminal history as soon as possible after SLGA requests it.
- 4.3 You must provide SLGA with any information it considers necessary to determine whether you are qualified for the job you will be doing. Examples of information SLGA may request include a description of your work experience and training, and originals of official educational transcripts, certificates, diplomas or degrees. SLGA may request this type of information at any time during your period of registration.

### **5. Accuracy of Information**

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

### **6. Good Character and Suitable Training**

- 6.1 In order to get and keep your registration as a gaming employee you must be of good character and have suitable training.

### **7. Minimum Age**

- 7.1 To work in a casino, you must be at least 19 years old on the date your Certificate of Registration is issued. To work in a bingo hall or in any other type of gaming you must be at least 16 years old on the date your Certificate of Registration is issued.

### **8. Categories of Employment**

- 8.1 You may work only in the employee category or categories specified in your Certificate of Registration.
- 8.2 If you change your job you must notify SLGA in writing.

### **9. Notification of Changes**

- 9.1 You must notify SLGA in writing, immediately, if you 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,
  - the subject of a bankruptcy proceeding, or,
  - the subject of a gaming investigation by a regulatory agency, other than as an applicant.
- 9.2 You must notify SLGA within 30 days if your address changes.

### **10. Number of Certificates Held**

- 10.1 You may have only one Certificate of Registration at a time.

### **11. Penalties**

- 11.1 If you breach any of the terms or conditions specified in *The Alcohol and Gaming Regulation Act, 1997* and its Regulations, any of the terms and conditions imposed by SLGA, or any of the 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.

## 12. Annual Fees

12.1 Unless SLGA tells you differently, you must pay:

- the first year's annual fee when you submit the *Gaming Employee, Application for Certificate of Registration*.
- the second and third year's fee before or on the anniversary of the date on which the Certificate of Registration was issued.

12.2 Your annual fees are non-refundable, even if you are fired or if you resign.

### Remember

You must notify SLGA in writing if:

- you 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,
- your job within the gaming industry changes,
- your home address changes, or
- you change your name.

In any of these situations, write a letter giving the details and send it to:

Registration Office  
Saskatchewan Liquor and Gaming Authority  
P. O. Box 5054  
7<sup>th</sup> Floor, 2500 Victoria Avenue  
Regina, Saskatchewan  
S4P 3M3