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Registration Application for Host First Nation Charity Worker

Please allow two-four weeks for processing.

Application Status		
☐ First-time Application	☐ Re-applying for Registration No._____	☐ Amend Registration No._____

Position(s) Applied For		
☐ Banker ☐ Cashier	☐ Chip Runner ☐ Count Room Staff	☐ Count Room Supervisor

Legal Last Name	Legal First Name	Legal Middle Name
Preferred Name	Gender ☐ Male ☐ Female ☐ Non-binary ☐ Prefer not to disclose	
A Registered Gaming Worker must be a Canadian citizen, permanent resident, landed immigrant or a citizen of a foreign country who has received a work/study permit from Federal authorities.		
☐Canadian Citizen	☐Other (Describe)	
Date of Birth (Year/Month/Day)	Place of Birth (City/Town/Province/Country)	

Mailing Address *(Include Apt. # or Suite # if applicable)*	City/Town	Province	Postal Code
Contact Phone	Email Address		

☐ **Same as mailing address**			
Home Address	City/Town	Province	Postal Code

Are you currently or have you ever been charged with a criminal offence? If YES, provide details. ☐ Yes ☐ No

Date of Charge or Conviction	Place of Charge or Conviction	Offence	Outcome

1. Answer **"Yes"** even if:
   - i) The charges were dismissed or subsequently downgraded to a lesser charge.
   - ii) You completed an alternative measures or other similar program.
   - iii) You were charged but not convicted.
   - iv) You did not serve any time in prison.
   - v) The investigation, charges or offences happened in another jurisdiction.

2. Answer **"No"** if:

i) You received a pardon under the provisions of the *Criminal Records Act* (Canada) or similar legislation, or if any records relating to a charge or conviction have been expunged or otherwise officially sealed by a court or government agency.
ii) You were charged under the provisions of the *Young Offenders Act* (Canada) or other similar legislation.
iii) You have never been charged with a criminal offence.

For new, expired applicants or addition of position(s) to current registration
This area to be completed by an authorized officer of the licensed Host First Nation Charity
[*CHECK REQUESTED POSITION(S)*]

☐ Banker ☐ Cashier	☐ Chip Runner ☐ Count Room Staff	☐ Count Room Supervisor

I certify, that in my opinion, the applicant has the knowledge and skills necessary to perform the position/s selected above, as specified in the Host First Nations Charitable Casino Policies Handbook.

Officer Signature	Charity
	Telephone
Full Name (Please Print)	Date (Year/Month/Day)

Note: Charity Workers may not hold other gaming registration.

ALL APPLICANTS MUST ATTACH BOTH OF THE FOLLOWING TO THIS APPLICATION

1. **Identification:**
   - For first time applicants born in Canada, attach a copy of one of the following: birth certificate, Canadian passport, government issued Indian Status Card, Alberta identification card or driver's licence.
   - For first-time applicants born outside Canada, a copy of one of the following Immigration documents: Canadian passport, Permanent Resident Card, landed immigration document, current work/study permit, official Canadian Citizenship Certificate (front and back), Alberta identification card or driver's licence with citizenship marker.
2. **Criminal Records Check:** (dated within three months of issue)
   - Current criminal records check from local City police or local RCMP detachment.
   - Online or third party criminal records checks will NOT be accepted with the exception of Edmonton Police Service (EPS) www.edmontonpolice.ca/CommunityPolicing/OperationalServices/PoliceInformationCheck or Calgary Police Service (CPS) www.calgary.ca/cps.

Industry Training

SMART Training Program
- AGLC policy requires licensees to ensure their staff have and maintain the SMART certifications required for their position(s).
- For help or more information, visit https://aglc.ca/training, or send an email to smartprograms@aglc.ca

I certify that:

- All information provided as part of the application is truthful and complete.
- Any criminal charges or convictions will be reported to AGLC immediately.
- I authorize AGLC to undertake a criminal records check or inquire with any police agency to determine my eligibility to be registered as a gaming worker.
- I understand that a false statement or failure to meet AGLC conditions may result in my registration being refused or cancelled.
- I have read and understand the conditions of registration as outlined on page four of this application.

Applicant's Signature	Date

Protection of Privacy

The personal information requested on this form is collected under the authority of Section 4(c) of the Alberta Protection of Privacy Act. It will be used for the administration of all policies and processes relating to Charitable Gaming Licensing. Automated systems may be used for internal analytics and/or support. If you have any questions, please contact our Privacy Officer at privacy@aglc.ca or via mail: AGLC, 50 Corriveau Avenue, St. Albert, AB T8N 3T5.

AGLC Contact Information

50 Corriveau Avenue St. Albert, Alberta T8N 3T5	Phone: 780-651-7600 Toll Free: 1-855-506-1066	Website: aglc.ca Email: gaming.registrations@aglc.ca

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Registration Conditions

The Gaming, Liquor and Cannabis Regulation states:

1) "Background check" means an inquiry or investigation conducted by AGLC to enable AGLC to determine the eligibility of an applicant to be registered or to continue to be registered, and includes but is not limited to an inquiry or investigation relating to the honesty and integrity, financial history and competence of the applicant or the registrant, or any person with connections to the applicant or registrant.

2) AGLC may conduct any background check that it considers necessary or appropriate.

3) The Board may refuse to register an applicant if the applicant fails to pass a records check.

4) A person does not pass a records check if the person:
   a) has at any time been charged with or convicted of:
      i) an offence under the *Criminal Code* (Canada), the *Excise Act* (Canada), the *Food and Drugs Act* (Canada) or the *Income Tax Act* (Canada);
      ii) an offence under the *Controlled Drugs and Substances Act* (Canada), other than under section 4(1) of that Act for possession of any substance included in Schedule II to that Act; or
      iii) an offence under a foreign Act or regulation that, in the Board's opinion, is substantially similar to an offence referred to in subclause i) or ii).

      If in the Board's opinion the offence is sufficiently serious that it may detract from the integrity with which gaming activities or provincial lotteries are to be conducted in Alberta or may be detrimental to the orderly or lawful conduct of activities authorized by a liquor licence or a registration relating to liquor, or
   b) has, within the five years prior to the submission of the application, been serving a term of imprisonment of three years or more.

5) The Board may refuse to register an applicant if the Board is satisfied that the applicant has within the five years prior to the submission of the application contravened:
   a) the Gaming, Liquor and Cannabis Act or Regulation;
   b) a predecessor of *the Gaming, Liquor and Cannabis Act* or Regulation; or
   c) a condition imposed on a licence or registration issued or made under the *Gaming, Liquor and Cannabis Act* or a predecessor of the Act.

6) The Board may refuse to issue a licence to an applicant or to register an applicant if the Board is satisfied that the applicant, any of the applicant's key employees or associates or any other person or entity with connections to the applicant:
   a) is a person who has not acted or may not act in accordance with the law, with honesty and integrity or in the public interest, having regard to the past conduct of the person,
   b) would be a detriment to the integrity or lawful conduct of gaming activities or provincial lotteries, or
   c) is a person whose background, reputation and associations may result in adverse publicity for the gaming industry in Alberta.

Host First Nation Charitable Casino Policies Handbook

1) A registered charity worker must notify AGLC and the casino or REC facility licensee immediately when charged with or convicted of an offence under:
   a) the *Criminal Code* (Canada);
   b) the *Excise Act* (Canada);
   c) the *Food and Drugs Act* (Canada);
   d) the *Income Tax Act* (Canada);
   e) the *Controlled Drugs and Substances Act*;
   f) a *foreign Act* or Regulation that is substantially similar to an offence referred to in a), b), c), d) or e) above;
   g) the *Gaming, Liquor and Cannabis Act* (Alberta); or
   h) the Gaming, Liquor and Cannabis Regulation (Alberta).

2) If a registered charity worker is charged or convicted, as described above, the Board may take disciplinary action including, but not limited to, suspension or cancellation of the registration.

3) If a registered charity worker has misled the Board, failed to provide information or provided inaccurate information, the Board may take disciplinary action including, but not limited to, suspension or cancellation of the registration.

4) Any changes to personal information must be reported to AGLC immediately by email to gaming.registrations@aglc.ca or by calling the Registrations Unit at 780-447-8600 or toll free at 1-800-272-8876.

NOTICE TO APPLICANTS

Registration is subject to all information provided on this Application being truthful and complete.

AGLC will review the registration if an individual fails to comply with the above; or is charged with, or convicted of, a criminal offence. This review could lead to the registration being suspended or cancelled.

RE-APPLYING

Registration can only be renewed by re-applying. When re-applying, you will NOT be required to provide identification.

CasinoTrack Identification Cards

All current registered gaming workers will receive two CasinoTrack identification (ID) cards from AGLC. The ID cards will remain valid as long as your registration remains current. The ID card will allow you to perform transactions on CasinoTrack. The types of transactions that you perform will depend on the type of role that you have in a casino.

The following conditions apply:

1. These cards are **not** transferable and one card must be on your person at all times when you are working at any licensed casino facility in Alberta. If you do not have a CasinoTrack card or fail to renew your gaming worker registration, you will not be authorized to enter the CasinoTrack system and will not be authorized to work.
2. Cards may be used at all licensed casino facilities.
3. Any card, when lost or stolen, must be reported immediately to AGLC by email to gaming.registrations@aglc.ca, or by telephoning AGLC Registrations Unit at 1-855-506-1066.
4. AGLC may, at its discretion, charge a $25 fee to replace lost, stolen or damaged cards.
5. Cards may be hole-punched in order to attach to your current name tag. When punching the cards, the bar code area must not be damaged.
6. These cards coincide with your current registration expiry date, and will be updated upon receiving registration information required by AGLC. The cards will not be replaced when you renew your registration.
7. Failure to renew registration with AGLC will automatically void the CasinoTrack ID card.
8. CasinoTrack cards are the property of AGLC and are to be retained by the Registrant and not by the casino facility.