
BREAK OPEN TICKET LICENCE AMENDMENT GUIDELINES

Policy to add additional deals OR extending the date to an existing Break Open Ticket Licence

ADDING DEALS

The request is required to be made in writing on the organization's letterhead. Included should be the number of additional boxes to be added and the Licence Number being amended.

If the deals being added are a different ticket type, details of the ticket type including prize information is to be included.

DATE EXTENSION

This request can only be done within 30 days of the expiration date on the licence. The maximum extension time period cannot exceed 18 months from the original date issued.

Please see the checklist below to ensure you have all the necessary documents when making any of the aforementioned amendments to your Break Open Ticket Licence.

Check list:

- Original Licence being amended***
- Interim report if one has not yet been submitted***
- Letter on organizations letterhead with request for change***
- Cheque for the new deals being added (drawn on the Lottery Trust Account)***