



CLAIMANT INFORMATION SHEET GUIDELINES

Please refer to these guidelines to ensure your Agreement is completed properly. Improperly completed forms can delay the processing of your prize claim.

SECTION 1:

Clearly print:

- Name
- Address
- Date of birth
- Total prize amount.

If the ticket is held by more than one person, provide the total number of individuals sharing the prize.

SECTION 2:

- Read the definition of “immediate relative” carefully
- Circle the correct answer (yes or no) for each organization.
- If you circle ‘yes’, provide the employee’s full name and his or her position with the organization, as well as your relationship to the employee.

SECTION 3:

- Checkmark the correct answer (yes or no) for each question.
- If you answer ‘yes’ to one of the questions, provide the name of the location and the date of your lottery employment there.
- Sign and date the form on the lines provided.

IMPORTANT:

The remaining section of the form is for internal use only.

CLAIMANT INFORMATION SHEET

Name: _____
 Address: _____
 City/Town/Municipality: _____ Postal Code: _____
 Date of Birth: _____ Email Address: _____
 Total Prize Amount: \$ _____ Number of Claimants: _____

Do you or an immediate relative* work for any of the following organizations?

*(Immediate Relative" means in relation to a person: i) a spouse of that person within the meaning of the matrimonial property law applicable to that person; ii) a parent of that person, whether natural or adoptive or step-parent; iii) a child of that person, whether an adult, minor, natural, adopted or a step child; iv) a sibling of that person whether natural, adopted, full or half, or a step-sibling;)

Western Canada Lottery Corporation	Yes	No	Northwest Territories Lottery Commission (NWT/NU Lotteries)	Yes	No
Alberta Gaming, Liquor & Cannabis	Yes	No	Interprovincial Lottery Corporation	Yes	No
Saskatchewan Lotteries	Yes	No	Pollard Banknote	Yes	No
Manitoba Liquor & Lotteries	Yes	No	International Game Technology (IGT)	Yes	No
Lotteries Yukon	Yes	No	Scientific Games International (SGI)	Yes	No

If yes to any of the above, please provide the employees full name and position with the organization:

Does your employer sell/cash Lottery tickets? Yes No

Are you or have you ever sold/cash lottery tickets as part of your work duties?

Yes No If yes, where/when _____

I certify the information provided by me to be true.

Signature

Date

Daytime Phone Number

For Internal use:

IDENTIFICATION PRESENTED:

- Type of ID Presented: _____
 Name on ID: _____
 Identification Number: _____
- Type of ID Presented: _____
 Name on ID: _____
 Identification Number: _____

Recorded by: _____ Proofread by: _____ MEP Match: _____ No MEP Match: _____

MEP AUTHORIZATION MEP OFFICER: _____ Date: _____ Time: _____ Authorization to Pay: <input type="checkbox"/> YES <input type="checkbox"/> NO

The Identification information that you provide on this Claimant Information Sheet for Maintenance Enforcement purposes is collected under the authority of the Alberta Maintenance Enforcement Act and the Freedom of Information and Protection of Privacy Act, Section 33(c). It will be used to determine the distribution of your lottery winnings. This personal information is protected by Alberta's Maintenance Enforcement Act and Freedom of Information and Protection of Privacy Act. Some information may be reviewed upon request. If you have any questions about the collection or use of this information, contact Alberta Justice Maintenance Enforcement Program at: 7 Flr, 10365 - 97 St., Edmonton AB, T5J 3Z7, phone 780-422-5555 or Alberta Government toll-free 310-0000-422-5555 anywhere in Alberta.



STATUTORY DECLARATION GUIDELINES

Please refer to these guidelines to ensure your Declaration is completed properly. Improperly completed forms can delay the processing of your prize claim.

#1, 2 AND 3:

Clearly print your full name, address and date of birth.

#4:

Circle the #4 option which applies to your prize.

- If you are the sole holder of the prize, circle the first #4 option;
- If the prize is held by more than one individual, circle the second #4 option and print the first and last name of each co-holder on the lines provided.
- If the prize is held by more than two (2) individuals, please complete a Group Buying Agreement and print "As per the attached Group Buying Agreement" on the lines provided.
- If each individual's share of the prize is \$1,001.00 or more, make copies of the blank Statutory Declaration and have each individual complete one.

Cross out the #4 option which does not apply to your prize.

- If the prize is held by more than one individual, cross out the first #4 option
- If you are the sole holder of the prize, cross out the second #4 option;

PAGE 2:

Sign the Declaration in front of a Qualified Witness:

- After witnessing your signature, the Qualified Witness fills in the location (city and province) and the date (day and month), then signs the Declaration.
- The Qualified Witness must meet one of the requirements listed on Page 2 and either check the appropriate box or print/stamp their qualification on the line provided.

IMPORTANT:

If the prize is shared, the Qualified Witness cannot be one of the co-holders.

STATUTORY DECLARATION

CANADA)
PROVINCE OF ALBERTA) **IN THE MATTER OF:**
) **THE MAINTENANCE ENFORCEMENT ACT**
)

I, _____
(print name in full)

of _____
(print address in full)

do solemnly declare that:

- 1. I am the holder of a lottery ticket entitled to make a claim for a lottery prize of \$1,001.00 or more.
- 2. My address is correctly stated above.
- 3. My date of birth is _____
(day/month/year)

(select one of the two paragraphs below and stroke out the one not selected)

- 4. I am the sole person entitled to the lottery prize of \$1,001.00 or more:

OR

- 4. The following individuals are entitled to share in the lottery prize of \$1,001.00 or more:
(print the names of all individuals entitled to share in the prize below and on the reverse, if necessary)

and these individuals have / have not entered into a written agreement
(delete as appropriate)

concerning the purchase of the lottery ticket to which this lottery prize relates.

And I make this solemn declaration, conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath and by virtue of The Alberta Evidence Act.

Declared before me at the _____ of _____)
In the Province of _____)

This _____ day of _____ 20____)

(signature of witness)

(signature of declarant)

(printed name of witness)

Freedom of Information and Protection of Privacy Act

The information that you provide on this Statutory Declaration form is collected under the authority of the Alberta Maintenance Enforcement Act and the Freedom of Information and Protection of Privacy Act, Section 33(c). It will be used to determine the distribution of your lottery winnings. Your personal information is protected by Alberta's Maintenance Enforcement Act and Freedom of Information and Protection of Privacy Act. Some information may be reviewed upon request. If you have any questions about the collection or use of this information, contact Alberta Justice Maintenance Enforcement Program at : 7 FLR, 10365 – 97 St. Edmonton, Alberta T5J 3Z7, phone # 780-422-5555 or Alberta government toll free 310-0000-422-5555 anywhere in Alberta.

Qualification of Witness

This statutory declaration may be declared before persons holding any of the following qualifications. Please check the appropriate box:

- a commissioner for oath (provide commission expiry date);
- the clerk of the Executive Council of Alberta;
- a justice of the peace or magistrate in Alberta;
- a judge of any court in Alberta;
- a master, referee, Registrar or deputy Registrar of the Court of Queen's Bench of Alberta;
- a district registrar, deputy district registrar, or a deputy of a district registrar of any land titles office in Alberta, or the Registrar-General under the Real Property Act;
- a barrister-at-law or attorney-at-law duly admitted and entitled to practice as such in Alberta;
- a notary public appointed for Alberta;
- a mayor, reeve, or clerk of any municipality, the resident administrator of any local government district, or the secretary-treasurer of any school district of school divisions established under The Public Schools Act;
- a member of the Royal Canadian Mounted Police; or
- a surveyor authorized to practice under The Land Surveyors Act.

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