



The Best Place on Earth

## Gaming Worker Registration Information, Instructions and Application

Gaming Policy and  
Enforcement Branch

Registration Division

### To apply for Registration or Renewal as a gaming worker you must submit:

1. This application form, completed in full – You must answer all questions and sign where required.
2. One passport photo in color on a white background, taken within the last 6 months (minimum size 1.5 x 1.5 inches). Any other photo format will not be accepted and will be returned along with your application.
3. In the case of a gaming worker, a letter from your employer offering you employment or offering to continue your employment, or
4. In the case of a charity volunteer requiring registration, a letter from your organization confirming your role and responsibilities.
5. Photocopies of two pieces of your personal identification – one must be photo I.D. (eg. Driver's licence, passport, British Columbia ID).
6. If you are not a Canadian citizen submit a copy of your landed immigration papers or work permit.
7. A non refundable application fee of \$45.00 in cash, money order or certified cheque payable to the "Minister of Finance".

Please note that registration is for a three year period and is not transferable. Renewal or re-hires are required to follow the above instructions.

Please read each question carefully. Submitting the application gives the Gaming Policy and Enforcement Branch (GPEB) authority to investigate your answers. Where there is not enough space for your answers, use a separate sheet of paper and indicate clearly which question is being answered. You must read each page of this application and ensure that your answers on each page are correct. Full disclosure is required, including Young Offender information pursuant to Section 119 (1) (o) of the *Youth Criminal Justice Act*. Failure to fully disclose is deemed to be sufficient grounds to deny your application. If it is determined after you have been registered that your answers on this application were not complete or correct, your registration may be cancelled by GPEB.

You may be ineligible for registration if:

- ◆ You have been convicted or are subject to pending criminal charges in any country, province, state or territory.
- ◆ A successful civil claim has been brought or there is a civil claim pending against you and such claim is based in whole or in part on fraud, theft, misrepresentation or similar conduct.
- ◆ Your behavior is considered, on reasonable grounds, to be a detriment to the integrity or lawful conduct or management of gaming.

Background checks will include but are not limited to credit history, criminal record and local indices checks. The Canadian Police Information Centre (CPIC) database records will be queried for the disposition of all charges for which a person has been fingerprinted (Criminal Record) and all outstanding charges currently before the courts. Local indices checks will be conducted through the RCMP PIRS database and any other City, Municipal, Provincial, Federal, State, County, Sheriffs, FBI or other police databases in Canada or the USA that GPEB deems appropriate. These databases record all complaints the respective police departments investigate and include information related to non convictions and charges regardless of disposition. Therefore full disclosure of all criminal and civil proceedings is required and each case will be decided on its own merits. If necessary, an applicant will be required to provide fingerprints to verify whether or not they have a criminal record.

You must provide GPEB with the written authorization necessary to allow the police or other public bodies to release relevant information including information relating to the Young Offenders Act to GPEB for the purposes of registration and enforcement of the *Gaming Control Act*. The information requested is collected under the authority of the *Gaming Control Act* [SBC 2002].

Further information may be obtained from:

Registration Division  
Gaming Policy and Enforcement Branch  
PO Box 9202 Stn. Prov. Gov.  
Victoria BC V8W 9J1  
Telephone (250) 356-0663 / Facsimile (250) 356-0782

Courier/Location Address:

Registration Division  
Gaming Policy and Enforcement Branch  
3<sup>rd</sup> Floor 910 Government Street  
Victoria BC V8W 1X3



\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Surname                                      Legal First Name                                      Legal Middle Name(s)

Preferred (First) Name to appear on ID Tag \_\_\_\_\_

What gaming company or organization are you applying to work for \_\_\_\_\_  
(Company or Organization Name)

**IS THIS A RENEWAL:** Yes  No  **If yes, what is your current Card Number:** \_\_\_\_\_

What type of gaming work will you be doing?

(Ancillary services are the likes of concessionaire, janitorial, food, beverage or alcohol sales etc in a gaming facility.)

- |   |  |  |  |
|---|--|--|--|
| <input type="checkbox"/> Casino Worker    | <input type="checkbox"/> Bingo Worker    | <input type="checkbox"/> Community Gaming Ctr. Worker    | <input type="checkbox"/> Ticket Raffle Worker    |
| <input type="checkbox"/> Casino Ancillary | <input type="checkbox"/> Bingo Ancillary | <input type="checkbox"/> Community Gaming Ctr. Ancillary | <input type="checkbox"/> Non-Profit Bingo Worker |
| <input type="checkbox"/> Mutuel Teller    |  |  | <input type="checkbox"/> Other _____             |

Position Title: (ie: dealer, waitress, cashier, floor walker, janitor etc) \_\_\_\_\_

Current address: \_\_\_\_\_  
Street

\_\_\_\_\_  
City                                      Province                                      Postal Code

Telephone: Home(    )                                      Work (    )                                      Other (    )

Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_ Place of Birth : \_\_\_\_\_  
Year Month Day                                      City/Province/ Country

Social Insurance Number: \_\_\_\_\_ Gender: M  F

Are you a Canadian Citizen? Yes  No  If no you must supply landed immigrant or work permit documents.

**Former surnames, legal name changes or any nicknames:**

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Surname                                      First Name                                      Second Name                                      Date of Change

**CONSENT TO RELEASE OF PERSONAL INFORMATION**

I \_\_\_\_\_ (print your name in full) hereby authorize:

1. The Gaming Policy and Enforcement Branch to investigate my suitability for Registration in the gaming industry pursuant to Part 7 and 8 of the *Gaming Control Act* and Gaming Control Regulation. I understand that GPEB is required to protect the confidentiality and privacy of personal information provided, in accordance with *The Freedom of Information and Protection of Privacy Act* (British Columbia).
2. Any City, Municipal, or Provincial Police department or public body including GPEB, pursuant to Section 33 of the *Freedom of Information and Protection of Privacy Act (British Columbia)*, and the Royal Canadian Mounted Police pursuant to Section 8 (1) of *the Privacy Act of Canada*, to release any and all personal information and records, (including convictions, non convictions and charges regardless of disposition) retained by them in their files, including PIRS, CPIC, PRIME or any other local indices and databases, and necessary for GPEB to perform registration and enforcement responsibilities under the *Gaming Control Act*.
3. Pursuant to Section 6 (2) (a) of *the Personal Information Protection Act (British Columbia)*, any organization to disclose my personal information to GPEB in order for GPEB to conduct a background investigation in accordance with the *Gaming Control Act*.

Signature of Applicant: \_\_\_\_\_

GPEB USE ONLY FILE # GAMW- \_\_\_\_\_ Application # \_\_\_\_\_ ID Tag # \_\_\_\_\_ Receipt # \_\_\_\_\_

1. If not renewing, have you ever been employed by the gaming sector in BC? YES  NO

If **YES**, what company \_\_\_\_\_

2. List employment background for the last five (5) years. Include current employer.  
(Use separate sheet if necessary)

Employer	MM/YY From – To	Full business address	Occupation / Title	Reason for termination

3. List all residences for the last five (5) years. Include current address.  
Use a separate sheet if necessary.

Dates	Street Address	City	Province

**DISCLOSURE** – Full disclosure of all incidents and offences is required, including Young Offender information pursuant to Section 119(1)(o) of the *Youth Criminal Justice Act*. Failure to fully disclose all incidents and offences is deemed sufficient grounds to deny your application.

4. Have you in the last 10 years, in **any** jurisdiction, been

- YES  **Arrested;**  
 YES  **Stopped or Detained** (such as for shoplifting or Impaired Driving);  
 YES  **Charged** with any criminal offence, **whether found guilty or not;**  
 YES  **Diverted or received Alternate Justice** (such as for theft, shoplifting);  
 YES  **Convicted** of any criminal offence, **regardless** of the sentence;  
 YES  **Investigated or had a claim made against you by anyone,** (based in whole or in part on fraud, deceit, misrepresentation, breach of trust or similar conduct.)
- NO  To all of the above.

If **YES**, to any of the above give details as indicated below. List all cases **without exception** including those in which you were not charged or convicted.

Date of Arrest/Detention	Age	Charge/Claim	Location (City & Province/State)	Disposition	Arresting Agency

5. Have you ever been a defendant in any **civil** action related to fraud, theft, deceit, misrepresentation or similar conduct?  
Yes  No  If YES, provide details. Use separate sheet if necessary.

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6. Have you been suspended, disqualified, censured or had disciplinary action instituted against you, as a member of a profession or organization?  
Yes  No  If YES, provide details. Use separate sheet if necessary.

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7. Have you ever been denied any license or permit or had any license or permit revoked?  
Yes  No  If YES, provide details. Use separate sheet if necessary.

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8. Have you ever declared bankruptcy or received assistance from a regulatory body or a court because of an outstanding debt?  
Yes  No  If YES, provide details. Use separate sheet if necessary.

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**STATEMENT AND DECLARATION, Province of British Columbia**

I certify that all of the information provided by me in this application for registration is true to the best of my knowledge and belief. If necessary, I will provide my fingerprints to verify whether or not I have a criminal record.

I understand that any false or inaccurate statements made in this application for registration, or failure to disclose is deemed sufficient cause for rejection of my application by the Gaming Policy and Enforcement Branch.

I understand that any false or inaccurate statements made in this application for registration which may be revealed subsequent to my employment with the gaming company, could result in the suspension and/or revocation of my registration.

I certify that I have read and understand the conditions of registration on page 5 of this application.

Signature of Applicant \_\_\_\_\_ Dated: \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_

Gaming Policy and Enforcement Branch Use Only		
Application complete <input type="checkbox"/>	Photo <input type="checkbox"/>	Letter of Intent <input type="checkbox"/> Fee enclosed <input type="checkbox"/>
CPIC <input type="checkbox"/>	CNI <input type="checkbox"/>	Interpol <input type="checkbox"/> PIRS- ED1 <input type="checkbox"/> ED2 <input type="checkbox"/> Other _____
Equifax <input type="checkbox"/>	On Line Service <input type="checkbox"/>	
Approved: <input type="checkbox"/> Rejected: <input type="checkbox"/>		
Date:		Investigator

# CONDITIONS OF REGISTRATION

**Failure to comply with any of the following conditions may be grounds for the Director of Registration to cancel registration. Registration may not be transferred to any person, and registration is cancelled when your employment or position ends.**

## 1. Compliance Required

A registrant shall comply with:

- a) applicable legislation;
- b) lawful policies, orders and directions of the province and its agents;
- c) conditions set out in this policy or from time to time established by the Director of Registration; and
- d) specific conditions, if any, established by the Director of Registration for the registrant.

## 2. Identification Card to Be Displayed

- a) With the exception of a gaming worker undertaking covert security or surveillance work, any gaming worker who is working within the operational area of a gaming site must clearly display his or her identification card at all times.
- b) A gaming worker undertaking covert security or surveillance work is not required to display his or her identification card but must carry his or her identification card at all times and produce it if asked to do so by a person in authority.

## 3. Director of Registration to be Notified on Certain Events

A registered gaming worker must immediately notify the Director of Registration in writing if:

- a) his or her identification card is damaged, lost, misplaced or stolen.
- b) the gaming worker changes his or her name.
- c) the gaming worker is under criminal investigation or is charged or has charges pending in relation to a criminal matter.
- d) a civil suit involving allegations of fraud, theft, deceit, misrepresentation or similar conduct is commenced against the gaming worker.

### ***HOW THE DIRECTOR OF REGISTRATION IS NOTIFIED***

#### **BY MAIL:**

Director of Registration,  
P.O. Box 9202 Stn. Prov. Govt.  
Victoria, BC V8W 9J1

#### **BY COURIER:**

Director of Registration  
3<sup>rd</sup> Floor 910 Government Street  
Victoria, BC V8W 1X3

#### **BY FAX:**

Victoria (250) 356-0782