

Information for Woodvale Community League Casino and Bingo
Volunteers Regarding the New Reimbursement Process
Revised on January 18 2018 to be Effective on February 1 2018

1. Your Bingo/Casino coordinator will submit your name and credit amount to the Woodvale Office Manager after the event takes place that you volunteered at. No paper vouchers will be handed out.
2. Credit will be:
 - a. \$75 for bingos worked 10:30 am to 4:30 pm or from 4:30 pm to 10 pm.
 - b. \$25 for bingos worked 10:00 pm to midnight. (A volunteer working from 4:30 to midnight will receive two credits - \$75 and \$25)
 - c. \$200 for Casinos.
3. Your name and credit amount will be added into the Bingo/Casino Reimbursement database identifying an expiry date 12 months from the event worked
4. You can contact the Woodvale Office Manager during business hours to confirm your credits and expiry at woodvalecommunityfacility@shaw.ca or 780-462-2101 ext. 3
5. Your credits can be used for:
 - a. any program offered by a non-profit organization with an AGLC approved gaming account. You can check the Woodvale website at www.woodvale.org/ to view the AGLC complete list. Woodvale is not responsible for the accuracy of the AGLC list. The Woodvale Office Manager will maintain Woodvale's pre-authorized list of AGLC non-profit organizations.
 - b. any Woodvale offered programs on our website
 - c. the benefit of another person. Contact the Woodvale Office Manager to arrange to use your credits to benefit another person.
 - d. donate your credits to a non-profit organization with an AGLC approved gaming account

Note: You will need to contact the Woodvale Office Manager to perform any of these transactions. If you wish to use your credits for a non-profit organization that is not on Woodvale's list, you must contact the organization to confirm that they are willing to accept a cheque from Woodvale for your credits. Assuming they will, Woodvale will add them to our list and submit a cheque on your behalf. The Woodvale Office Manager will track the remaining credits for each volunteer.