

If you are completing the application on your computer, please follow the steps below:

1. Open the attached file.
2. Using your cursor to click on the different sections, fill out the form completely and accurately on your computer.
3. Please note: **By filling in the purchase information and including your name in the signature line, you are confirming that The Catholic Charities Lottery has your permission to charge your credit card for this purchase.**
4. Save the completed document to your computer. Select FILE, SAVE AS, then backspace over the word "name" and enter your own name. (ie. J. Smith)
5. Send by email to: [ccfadmin@bellnet.ca](mailto:ccfadmin@bellnet.ca) with the subject Lottery Ticket Form – **Don't forget to attach the saved application.**

If you are completing the application manually, please follow the steps below:

1. Open the attached file.
2. Print the application.
3. Fill out the form completely and accurately. Please use a pen and write clearly.
4. Once completed, sign the form where indicated for your signature.
5. Please note: **By filling in the purchase information and signing your name, you are confirming that The Catholic Charities Lottery has your permission to charge your credit card for this purchase.**
6. Submit by email or my mail as per instructions below.

**Email:**

1. Scan your completed application and save to your computer. Select FILE, SAVE AS, then backspace over the word "name" and enter your own name. (ie. J. Smith)
2. Send by email to: [ccfadmin@bellnet.ca](mailto:ccfadmin@bellnet.ca) with the subject Lottery Ticket Form – **Don't forget to attach the saved application.**

**Mail:**

1. Mail your completed application to:

Catholic Charities Lottery  
P.O. Box 95  
Kitchener, ON  
N2G 3W9

If you require any assistance with the applications, please feel free to contact Julie Hause, Administrator (519.747.5661), who will be more than happy to assist with filling in the application