

Win up to \$22,500!

# THE OTTAWA HOSPITAL STAFF LOTTERY



The Ottawa  
Hospital  
Foundation

L'Hôpital  
d'Ottawa  
Fondation

## 2025-2026 Rules and Regulations

1. The Ottawa Hospital Perfect Payday Staff Lottery is authorized and licensed by the Alcohol and Gaming Commission of Ontario License # RAF1449128.
2. The purchase of The Ottawa Hospital Perfect Payday Staff Lottery ticket binds you to the rules of the Lottery.
3. The Ottawa Hospital Perfect Payday Staff Lottery is open to any full-time, part-time, or casual staff, physicians, retired employees, and volunteers of any campus of The Ottawa Hospital, The Ottawa Hospital Research Institute, and the University of Ottawa Heart Institute. Campuses include, but are not limited to, Civic, General, Riverside and IGFC at QCH. Ticket holder must be 18 years of age or older. Ticket purchasers must be located in the province of Ontario at the time of purchase. For the purpose of this lottery, TOH Staff will include EORLA staff whose paymaster is The Ottawa Hospital, and Aramark staff working at a TOH campus. Eligibility is based at the time of purchase and extends for all pre-paid tickets.
4. Draws will be conducted on each pay day at 10:00 a.m. in The Ottawa Hospital Foundation office at 1st Floor, 737 Parkdale Avenue. Pay days will occur every second Friday from April 4, 2025 to March 20, 2026, inclusive. Should the office be closed on that particular day, the draw will be conducted on the following business day at 10:00 a.m.
5. Actual prize amount varies with participation to a maximum of \$22,500 (tax free). Fifty per cent of all monies received for each bi-weekly draw will be awarded. The other fifty per cent of all monies will be used towards The Ottawa Hospital's priority needs, including equipment, research, and improving patient care. A maximum of 15,000 tickets will be printed. There will be a maximum of 390,000 tickets played (15,000 per draw). There is no limit to the number of tickets that may be purchased. Tickets can be purchased by filling out the form online at [TOHStaffLottery.ca](http://TOHStaffLottery.ca).
6. The Ottawa Hospital Perfect Payday Staff Lottery has been approved by the Board of Directors of The Ottawa Hospital Foundation for the purpose of raising funds for patient care and research at The Ottawa Hospital.
7. No tax receipt can be issued for the purchase of The Ottawa Hospital Perfect Payday Staff Lottery ticket.
8. The winner is the person whose number is drawn. The winner will be notified by phone that they have won; their name and ticket number will be posted on the Staff Lottery webpage at [TOHStaffLottery.ca](http://TOHStaffLottery.ca). The winner's name and ticket number may also be posted in The Ottawa Hospital's What's Happening newsletter and on myHospital – as space permits. The winner must present a photo identification card (e.g., employee ID, driver's licence) upon pick-up of their prize. If prize is being mailed, the winner must verify identity by employee number and confirm address prior to delivery.
9. Only tickets that have been sold will be entered in the draw. Once the number has won, the tickets will be returned to the drum to be eligible for all remaining draws.
10. Group purchases are permitted; however, only one name will appear on the ticket. Members must work out the details of payment and payout amongst themselves. The Ottawa Hospital Foundation will play no role in settling any disputes relating to group purchases. The winning prize, in the case of a group purchase, will be issued in the name of the ticket holder.
11. The Ottawa Hospital Foundation's Board of Directors will be the final arbiter in any disputes related to the Lottery.
12. Any prizes which are not claimed must be secured or placed in safekeeping for a period of six (6) months from the date of the draw. If at the end of six (6) months the prize has still not been claimed, the prize or monies equivalent to the fair market value of the prize must be donated to an abeneficiary approved by the licensing authority.
13. You can cancel your participation in the staff lottery at any time; simply notify The Ottawa Hospital Foundation in writing by email to [stafflottery@toh.ca](mailto:stafflottery@toh.ca), by calling the Foundation Office at 613-798-5555 x 19822, or by mail to the Foundation Office at 1st Floor, 737 Parkdale Avenue, Ottawa. Enrollments and cancellations must be received more than nine days prior to the draw date. To resume play, individuals will be added to the bottom of the waiting list and will be accommodated on a first-come, first-served basis, as tickets become available.
14. In order to be eligible for the draw, your ticket must be paid by noon the day before the draw date. The Ottawa Hospital Foundation will not extend credit to cover draws not paid for by payroll deduction.
15. If the employee is not receiving a regular pay due to an extended absence (sick leave, maternity leave, retirement, etc.), it is the responsibility of the ticket holder to contact The Ottawa Hospital Foundation to make arrangements for an alternative payment method prior to the start of the leave. If an alternate method of payment is not made, the employee forfeits their ticket(s) if their tickets have not been paid for prior to the draw. After multiple missed payments, your ticket series will be cancelled unless arrangements have been made at [stafflottery@toh.ca](mailto:stafflottery@toh.ca).
16. If you are paying your tickets through payroll deduction, you will be automatically renewed each Staff Lottery year. This means the participants of the Staff Lottery who are auto-renewed will not be required to fill out a renewal form. If a participant would like to cancel their tickets, they can do so by emailing [stafflottery@toh.ca](mailto:stafflottery@toh.ca), or by calling the Foundation Office at 613-798-5555 x 19822. Anyone not on payroll deduction will need to fill out a renewal form each Staff Lottery year.
17. The Ottawa Hospital Foundation does NOT have access to personal information for any staff members or volunteers. If you move or change your personal information, you must contact The Ottawa Hospital Foundation directly in order to keep your Staff Lottery file up to date. The Ottawa Hospital Foundation does not take responsibility for misdirected renewal forms due to unreported changes to personal information.

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