



1. REQUIREMENT FOR LOTTO/ PUBLIC ONLINE LOTTERY LICENCE

1. Application letter
2. Non-refundable Processing fee of N500, 000 (Five Hundred Thousand Naira)
3. A copy of the following documents:
 - i. Certificate of incorporation
 - ii. Memorandum and Article of Association
 - iii. Form CAC 1.1 OR
 - iv. Form CAC 2 (Particulars of Shareholders with minimum share capital of Twenty Million Naira- N20,000,000) and
 - v. Form CAC 7(Particulars of Directors)
 - vi. Registered office and business address

A comprehensive business proposal on the proposed/existing lottery scheme, providing the following information

4. Business Structure
 - i. List and details of all directors and key management personnel. Please NOTE that at least one director or management staff must have gaming industry experience.
 - ii. Tax clearance certificate of directors (at least two (2)) in the preceding three (3) years.
 - iii. Address of planned office, outlets and branches
 - iv. Narrative of procedures and management structure
 - v. An analysis that demonstrates an understanding of the Oyo State Lottery industry. The analysis must include the names of key players and market share
 - vi. Advertising and distribution plans
5. Financial Structure
 - i. Management account of business operation
 - ii. Bank statement of company for the last one (1) year in support of the financial plan
 - iii. A five year projection on profit and loss account, balance sheet and cash flow analysis. This should be provided for licence fee and monthly tax
 - iv. Capital budgets and financial plan: Source of finance, foreign investment and terms of investment (if any)
6. Details of existing/proposed lottery operations
 - i. Existing/proposed brand name, emblem, trademarks, logo and colours
 - ii. Details of planned games, types of games
 - iii. Valid odds system
 - iv. Price structure of lottery tickets
 - v. Frequency and number of draws
 - vi. Applicant's game rules and punters code of practice
 - vii. Responsible gaming policies

7. Technical Structure

- i. Comprehensive information and details of technical service providers/partners, including but not limited to:
 - Draw machine manufacturers and suppliers
 - Web hosting providers
 - Database/backup services
- ii. Architectural diagram clearly illustrating the technical operational flow
- iii. Information on software and hardware, including but not limited to:
 - Types of server to be used/ already in use
 - Details of firewalls, routers and other security features
 - Redundancy implementations (if any)
- iv. Comprehensive information on software, including but not limited to:
 - Operating system (OS)
 - Database application specification

8. Process and System Quality Assurance

Note:

- Applicants are required to submit both paper and electronic copy of their application on a USB stick.
- OYSGB requires a minimum of 10-14 working days to conduct due diligence on every application
- As part of the application process, prospective applicant will be required to make a presentation to the Board.
- Where the applicant satisfactorily fulfils the pre-approval requirements, an Approval in Principle (AIP) will be granted for 90 days. *The AIP is a temporary licence. The substantive licence will only be issued on fulfilment of ALL conditions highlighted in the AIP.*
- For existing operators that have qualified due to compliance, a certificate will be issued.