



1. **Who can enter the draw?** Staff of the NSHA (District 3, Zone 1, formerly AVDHA), physicians, and registered volunteers (including district auxiliary and foundation volunteers). The draw is voluntary with **only one entry per person** permitted (\$5.00 deduction biweekly). Participant names are confidential between Payroll and the VRH Foundation. **Only the winner will be identified.**
2. **Can I withdraw at any time?** Yes, simply fill out a **Withdrawal Form** (available on the Intranet or through the VRH Foundation office) and submit to the VRH Foundation. Please allow up to two weeks for processing. Staff remain enrolled unless they withdraw; there is no need to enroll each year if on payroll deduction.
3. **Can I participate if I'm on leave?** Yes, employees who are on maternity leave, long-term disability or educational leave can participate. Contact the VRH Foundation office (902-678-5414) to pay for your draw ticket. An amount of \$130.00 is required to play for one year. Payment can be made by cheque, credit card, or cash. ***This method of payment also applies to non-salaried physicians, registered volunteers and retired staff who do not have employee numbers.*** Cut off date for new participants will be two weeks prior to next draw.
4. **I am a casual employee and I do not receive a pay cheque every pay period. Can I still participate?** A casual employee who is not receiving a regular pay cheque can participate through a lump sum payment (same as physicians and volunteers) of \$130 payable to the VRH Foundation. *A term employee receiving a bi-weekly pay cheque can enroll via payroll deduction for the length of their term.*
5. **Can I claim these deductions on my Income Tax as a charitable donation?** No. The Pay Day Play Draw is a business initiative of the VRH Foundation. Staff deductions will show on the pay stub and will be included on your T4 as a non taxable deduction.
6. **What are the odds of winning/losing?** The odds will vary based on the number of participants.
7. **Where will the draw be held?** Draws will be held every **payday Thursday** at 11:30 am at the main reception in the lobby at Valley Regional Hospital. Anyone may be on hand for the draw.
8. **How will I know if my name is actually in the draw?** Please check to confirm that the draw deduction is on your pay stub. Foundation staff will process the entry list, provided by Payroll, bi-weekly to ensure all participants are included in the draw. Those not on payroll deduction will be entered by Foundation staff. Each name will have a corresponding number and these numbers are entered in the draw.
9. **How will the ballots be produced?** Payroll will provide the VRH Foundation with a list of employees with the payroll deduction. Also, those names not on the payroll list (physicians, volunteers, retired and casual staff) will be added to the bi-weekly draw by VRH Foundation staff. Each name will have a corresponding number and these numbers are entered in the draw.
10. **How will I know who won?** The name of the winner will be posted each draw day on the VRH Foundation website [vrhfoundation.ca/paydayplay](http://vrhfoundation.ca/paydayplay) and the winner will also receive a telephone call from the Foundation. A cheque will be prepared for the winner.
11. **Who will be administering the draw?** The draw will be administered by staff of the VRH Foundation none of whom are permitted to participate in the draw.
12. **When will my deduction start?** The first payroll deduction (\$5.00 per pay) will start on the pay period two weeks in advance of the first draw.
  - To participate, submit the Enrolment Form to VRH Foundation. If you are a staff member this will initiate a \$5.00 deduction from your pay. If you are a volunteer, physician, or retired staff, you must pay \$130 for a 12 month period.
  - A prize of **\$1,000 will be awarded every bi-weekly Pay Day Thursday.**
  - Participants are eligible to win repeatedly. **Participants can only enter once.**
  - Net funds will be allocated 50% to Western Zone staff training and 50% to the Foundation for priority equipment needs.

**THANK YOU FOR YOUR SUPPORT!**