



**APPLICATION FOR RAFFLE
TO BE CONDUCTED WITHIN
THE CITY OF CARBONDALE, ILLINOIS**

Definition of Raffle: A form of lottery conducted by an organization in which (1) the player pays or agrees to pay something of value for a chance, represented and differentiated by a number or by a combination of numbers or by some other medium, one or more of which chances is to be designated the winning chance; and (2) the winning chance is to be determined through a drawing or by some other method based on an element of chance by an act or set of acts on the part of persons conducting or connected with the lottery, except that the winning chance shall not be determined by the outcome of a publicly exhibited sporting contest.

Information on Organization that will be conducting the raffle: → *PLEASE PRINT OR TYPE*

Name of Organization: _____

Mailing Address: _____

Type of Bonafide Nonprofit Organization (check one):

- Business Religious Charitable Labor
- Fraternal Educational Veteran

→ *The City of Carbondale reserves the right to require documentation from the Illinois Secretary of State certifying the organization's Nonprofit status*

Has this organization been in existence continuously for at least five (5) years immediate prior to applying for this license? Yes No If no, when was the organization formed? _____

In what area(s) of the City will raffle chances be sold or issued? Please be specific: _____

During what time period(s) will raffle chances be sold or issued? _____

On what date(s) will the winning raffle chance(s) be determined? _____

At what location(s) will the winning raffle chance(s) be determined? _____

Information on Raffle Manager:

Name _____ Phone _____

E-Mail Address _____ Date of Birth _____

Address _____

(P.O. Box or Street Address)

(City)

(State)

(Zip + 4)

CERTIFICATION OF PRESIDING OFFICER

As Presiding Officer of this Organization, I hereby certify:

1. This organization is a bona fide nonprofit business, religious, charitable, labor, fraternal, educational or veterans organization which has been in existence continuously for a period of five years immediately before making application for this raffle license, has had during that entire five-year period a bonafide membership engaged in carrying out their objects and is qualified to hold this raffle license under the provisions of the City Code;
2. None of the officers, directors or employees of this organization, the raffle manager, or any other person with a proprietary, equitable or credit interest in this organization, whether compensated or not, have been convicted of a felony, have been a professional gambler or gambling promoter, or are not of good moral character;
3. All the information contained in this application is true, correct and complete;
4. I have received a copy of Title V, Article 15 of *The Revised Code of the City of Carbondale* and understand the provisions of Section 5-15-6, 5-15-8 and 5-15-9 regarding the conduct of raffles, record keeping and additional restrictions as related to raffles; and
5. I have attached a copy of the fidelity bond for the Raffles Manager in an amount determined by the Carbondale City Manager as required in Section 5-15-7 of the City Code or I have attached a request for a waiver of this bond, which waiver was approved by unanimous vote of the members of this organization on the following date: _____.

Information on Presiding Officer:

Name _____ Phone _____
E-Mail Address _____ Date of Birth _____
Address _____
(P.O. Box or Street Address) (City) (State) (Zip + 4)

Signature of Presiding Officer

Subscribed and sworn to before me this
____ day of _____, 20____.

Notary Public

Please attach license fee: \$20 for a one-time raffle event OR
 \$200 for an unlimited number of raffle events per calendar year

Send application and your check (payable to <i>City of Carbondale</i>) to: City Clerk's Office P. O. Box 2047 Carbondale IL 62902-2047	For more information, contact: Jennifer R. Sorrell, City Clerk Phone: (618) 457-3280 E-Mail: jsorrell@ci.carbondale.il.us
--------------------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

INFORMATION ON RAFFLE

NOTE: Please refer to Section 5-15-9 for specific limits on ticket prices and value of prizes. If you are going to be conducting more than one raffle (other than a 50-50 drawing), please submit prize information on each individual raffle. The City Clerk's Office can provide you with additional copies of this page, or please feel free to make your own copies.

Price of Tickets: \$ _____ each OR _____ for \$ _____

Is this a "50-50" drawing? Yes No (50% of cash proceeds to organization; 50% of cash proceeds to winner)

If this is not a 50-50 drawing, please list the prizes to be awarded and retail value of each:

NUMBER TO BE AWARDED	DESCRIPTION	VALUE OF EACH	TOTAL VALUE
_____	_____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____
_____	_____	\$ _____	\$ _____
TOTAL AGGREGATE VALUE OF ALL PRIZES			\$ _____

CHAPTER 15

RAFFLES

Section:

- 5-15- 1: License Required
- 5-15- 2: Definitions
- 5-15- 3: Applications for License
- 5-15- 4: License Fees
- 5-15- 5: License Issue Restrictions
- 5-15- 6: Conduct of Raffles
- 5-15- 7: Raffles Manager; Bond
- 5-15- 8: Records
- 5-15- 9: Additional Restrictions
- 5-15- 10: Penalty

5-15-1: **License Required:** No person may conduct any raffle except in compliance with the provisions of this Chapter after obtaining a license from the City.

5-15-2: **Definitions:** The following words and phrases, when used in this Chapter, shall have the meanings respectively ascribed to them:

BUSINESS ORGANIZATION: A voluntary organization composed of individuals and businesses who have joined together to advance the commercial, financial, industrial and civic interests of a community.

CHARITABLE ORGANIZATION: An organization or institution organized and operated to benefit an indefinite number of the public. The service rendered to those eligible for benefits must also confer some benefit on the public.

EDUCATIONAL ORGANIZATION: An organization or institution organized and operated to provide systematic instruction in useful branches of learning by methods common to schools and institutions of learning which compare favorably in their scope and intensity with the course of study presented in tax-supported schools.

FRATERNAL ORGANIZATION: An organization of persons having a common interest, the primary interest of which is to both promote the welfare of its members and to provide assistance to the general public in such a way as to lessen the burdens of government by caring for those that otherwise would be cared for by the government.

LABOR ORGANIZATION: An organization composed of workers organized with the objective of betterment of the conditions of those engaged in such pursuit and the development of a higher degree of efficiency in their respective occupations.

LOTTERY:	Any scheme or procedure whereby one or more prizes are distributed by chance among persons who have paid or promised consideration for a chance to win such prizes, whether such scheme or procedure is called a lottery, raffle, gift, sale or some other name.
NET PROCEEDS:	The gross receipts from the conduct of raffles, less reasonable sums expended for prizes, local license fees, and other reasonable operating expenses incurred as a result of operating a raffle.
NONPROFIT ORGANIZATION:	An organization or institution organized and conducted on a not-for-profit basis with no personal profit inuring to anyone as a result of the operation.
RAFFLE:	A form of lottery conducted by an organization licensed under this article, in which: <ul style="list-style-type: none"> (1) The player pays or agrees to pay something of value for a chance, represented and differentiated by a number or by a combination of numbers or by some other medium, one or more of which chances is to be designated the winning chance; and (2) The winning chance is to be determined through a drawing or by some other method based on an element of chance by an act or set of acts on the part of persons conducting or connected with the lottery, except that the winning chance shall not be determined by the outcome of a publicly exhibited sporting contest.
RELIGIOUS ORGANIZATION:	Any church, congregation, society, or organization founded for the purpose of religious worship.
VETERANS' ORGANIZATION:	An organization or association comprised of members of which substantially all are individuals who are veterans or spouses, widows, or widowers of veterans, the primary purpose of which is to promote the welfare of its members and to provide assistance to the general public in such a way as to confer a public benefit.

5-15-3: Applications for License:

- A. Licenses may be issued to a bona fide nonprofit religious, charitable, labor, business, fraternal, educational or veterans' organization which has been in existence continuously for a period of five (5) years immediately before making application for a license and which has had during that entire five (5) year period a bona fide membership engaged in carrying out their objects.
- B. The applicant must specify the areas within the city in which raffle chances will be sold or issued, the time period during which raffle chances will be sold or issued, the time of determination of winning chances and the location or locations at which winning chances will be determined.

- C. The license application must contain a sworn statement of the presiding officer that the organization is qualified to hold a license under the provisions of this Chapter.
- D. A license shall be valid only for the specified number of raffles during a period not to exceed one year.

5-15-4: License fees:

- A. The license fee for a one time raffle event issued under the terms of this Chapter shall be twenty dollars (\$20.00).
- B. The license fee for an unlimited number of raffle events issued under the terms of this Chapter shall be two hundred dollars (\$200.00) per calendar year.
- C. When all of the requirements of this Chapter have been met, the license shall be issued by the City Manager.

5-15-5: License Issue Restrictions: No such license shall be issued to:

- A. Any person that has been convicted of a felony.
- B. Any person who is or has been a professional gambler or gambling promoter.
- C. Any person who is not of good moral character.
- D. Any firm or corporation in which a person defined in subsection A, B or C of this section has a proprietary, equitable or credit interest, or in which such a person is active or employed.
- E. Any organization in which a person defined in subsection A, B or C of this section is an officer, director or employee, whether compensated or not.
- F. Any organization in which a person defined in subsection A, B or C of this section is to participate in the management or operation of the raffle as defined in this Chapter.

5-15-6: Conduct of Raffles: The conducting of raffles is subject to the following restrictions:

- A. The entire net proceeds of any raffle must be exclusively devoted to the lawful purposes of the organization permitted to conduct that game.
- B. No person except a bona fide member of the sponsoring organization may participate in the management or operation of the raffle.
- C. No person may receive any remuneration or profit for participating in the management or operation of the raffle.
- D. A licensee may rent premises on which to determine the winning chance or chances in a raffle only from an organization which is also licensed under this Chapter.

- E. Raffle chances may be sold or issued only within the areas specified on the license and winning chances may be determined only at those locations specified on the licenses.
- F. No person under the age of eighteen (18) years may participate in the conducting of raffles or chances.

5-15-7: **Raffles Manager; Bond:** All operation of and the conduct of raffles shall be under the supervision of a single raffles manager designated by the organization. The manager shall give a fidelity bond in the sum of an amount determined by the City Manager in favor of the organization conditioned upon his honesty and the performance of his duties. Terms of the bond shall provide that notice shall be given in writing to the licensing authority not less than thirty days prior to its cancellation. The City Manager may waive this bond requirement by including a waiver provision in the license issued to an organization provided that a unanimous vote of the members of the license organization has approved a waiver of the raffles manager's bond.

5-15-8: **Records:**

- A. Each organization licensed to conduct raffles and chances shall keep the records of its gross receipts, expenses and net proceeds for each single gathering or occasion at which winning chances are determined. All deductions from gross receipts for each single gathering or occasion shall be documented with receipts or other records indicating the amount, a description of the purchased item or service or other reason for the deduction, and the recipient. The distribution of net proceeds shall be itemized as to payee, purpose, amount and date of payment.
- B. Gross receipts from the operation of a raffle program shall be segregated from other revenues of the organization, including bingo gross receipts, if bingo games are also conducted by the same nonprofit organization pursuant to license therefore issued by the Department of Revenue of the State of Illinois, and placed in a separate account. Each organization shall have separate records of its raffles. The person who accounts for gross receipts, expenses and net proceeds from the operations of raffles shall not be the same person who accounts for other revenues of the organization.
- C. Records shall be preserved for three (3) years and the organization shall make available the records relating to the operation of raffles for public inspection at reasonable times and places.

5-15-9: **Additional Restrictions:**

- A. The aggregate retail value of all prizes and merchandise awarded by a licensee in a single raffle shall not exceed one hundred thousand dollars (\$100,000.00).
- B. The maximum retail value of each prize awarded in a single raffle shall not exceed fifty thousand dollars (\$50,000.00).
- C. The maximum price which may be charged for each raffle chance issued or sold shall not exceed two hundred dollars (\$200.00).
- D. The maximum period for which chances may be issued or sold is three (3) months.

5-15-10: **Penalty:** Any violation of the provisions of this Chapter shall be an offense punishable by a fine of not less than fifty dollars (\$50.00) nor more than seven hundred fifty dollars (\$750.00) for each violation. A separate offense shall be committed for each day a violation exists. In addition thereto, any violator of the provisions of this Chapter may be enjoined from the conduct constituting the violation.