

License No.: _____
Date Application Received: _____
License Class A: _____ Class B: _____
Fee: _____ Date Paid: _____

Reference: Village of Glen Ellyn
Village Code, Title 3, Chapter 36

VILLAGE OF GLEN ELLYN RAFFLE LICENSE APPLICATION

Application must be submitted at least thirty (30) days before beginning to sell raffle tickets.

1. Name of organization: _____
2. Address of organization: _____
3. Telephone number: _____
4. Name of Presiding Officer: _____
Address: _____ Telephone: _____ Birth Date: __/__/__
Number of years as a member of this organization: _____
5. Name of Secretary: _____
Address: _____ Telephone: _____ Birth Date: __/__/__
Number of years as a member of this organization: _____
6. Name of Raffle Manager: _____
Address: _____ Telephone: _____ Birth Date: __/__/__
Number of years as a member of this organization: _____
7. Date of raffle drawing: _____
8. Time period when raffle tickets will be sold: _____
9. Identify area(s) within Village where raffle tickets will be sold or issued: _____

10. Raffle ticket cost: _____
11. Item(s) to be raffled: _____

12. Maximum cash prize: _____ Maximum value non-cash prize: _____

13. Aggregate value of raffle prizes: _____
14. Describe how raffle winners will be chosen: _____

15. Location where raffle drawing will be held: _____

16. Has the applicant or any person with a proprietary, equitable or credit interest in this raffle ever been convicted of a felony? _____
- If so, explain in detail: _____

17. Has the applicant or any person with a proprietary, equitable or credit interest in this raffle ever been a professional gambler or gambling promoter? _____
- If so, explain in detail: _____

18. Date organization was formed in Glen Ellyn: _____
19. Is the sponsoring organization a non-profit organization? _____
20. Who (person/org.) will receive the net raffle proceeds? (Specify) _____

21. Will raffle proceeds benefit Glen Ellyn residents? _____
- If so, how? _____
22. Are any participating raffle sponsors under the age of 18 years? _____
23. Is the person managing or operating this raffle a bona fide member of the sponsoring organization? _____
24. Will any person receive remuneration or profit for participating in the management or operation of this raffle? _____
25. Have you held raffles in any surrounding communities? _____
- If so, which communities and when? _____

Reporting Raffle Results

Name of Organization: _____

Name and Telephone Number of Raffle Manager: _____

Raffle Drawing Date: _____

Ordinance 5217-VC, 3-36-3-(C)-3: Each organization licensed to conduct raffles shall report promptly after the conclusion of each raffle to its membership and to the licensing local unit of government its gross receipts, expenses, and net proceeds from raffles and the distribution of net proceeds itemized as required in this section.

The following information must be reported to the Village of Glen Ellyn
Administration Office/Raffles
535 Duane Street, 2nd Floor
Glen Ellyn, IL 60137

within 30 days of your raffle drawing date.

1. List of gross receipts

Attach paperwork if necessary

2. List of raffle expenses

Attach paperwork if necessary

3. Net proceeds amount

Attach paperwork if necessary

4. Distribution list of net proceeds

Attach paperwork if necessary

This information shall be preserved in the office of the Village Clerk for a period of three (3) years.

Failure to report this information is a misdemeanor and could result in penalties for your organization.

IMPORTANT

1. **If not already on file, please include with this application a copy of the applicant's articles of incorporation as a not-for-profit corporation and/or organization charter.**

2. **A current copy of a Raffle Manager fidelity bond in the amount of at least \$5,000 must be submitted before a raffle license can be granted. The Village Manager may waive this bond requirement if satisfactory proof is provided that members of the organization applying for a raffle license have, by unanimous vote, approved the waiver.**

3. **Raffle licenses shall be designated as class A and class B.**
 - (a) **A class A raffle is conducted on a single identifiable date. If the aggregate retail value of all prizes to be awarded in the raffle is less than fifty thousand dollars (\$50,000.00), the fee shall be fifty dollars (\$50.00). If the aggregate retail value of all prizes awarded in conjunction with the raffle is fifty thousand dollars (\$50,000.00) or above, the fee shall be one hundred dollars (\$100.00).**

 - (b) **A class B raffle grants to the licensee the right to conduct a series of solicitations and drawings over a stated period of time in which chances are sold and prizes awarded at each drawing. The fee for a class B license shall be one hundred dollars (\$100.00).**

4. **Village ordinance requires each organization licensed to conduct raffles to report its gross receipts, expenses and net proceeds from raffles, as well as an itemized listing of the distribution of the net proceeds. Failure to report this information may result in the denial of future raffle license requests.**

The undersigned swear that the organization in whose name this application is submitted will not violate any ordinances of the Village of Glen Ellyn or laws of the State of Illinois or the United States of America in conducting the raffle described herein and that the information contained in this application is true and correct to the best of our knowledge and belief; further, the undersigned release the Glen Ellyn Police Department from any liability of damage, of whatever nature, in investigating the information contained herein.

Presiding Officer: _____ Secretary: _____

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

Notary Public

Notary Public

(SEAL)

(SEAL)

APPLICATION APPROVED: _____ Date: _____
Village Manager or designate

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