



Application for Raffle License

Community Development Department
3600 Kirchoff Road
Rolling Meadows IL 60008
Phone 847-506-6030 Fax 847-483-0365
www.cityrm.org

Please print

Name of organization: _____

Address of organization: _____

Name of contact person: _____

Daytime phone number of contact person: _____

How long has the organization been in existence? _____

This application may be completed for a single event or for a series of events conducted over the course of a calendar year. Please specify which type of license you are seeking: [] Annual Event [] Single Event

Please describe the items to be raffled and the price of each raffle:	<u>Price/Chance:</u>
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____

(use additional sheets if necessary)

Please describe the area or areas within the City in which raffle chances will be sold or issued:

Time period(s) during which raffle chances will be sold:

- | | |
|----------------|-----------|
| 1. From: _____ | To: _____ |
| 2. From: _____ | To: _____ |
| 3. From: _____ | To: _____ |
| 4. From: _____ | To: _____ |
| 5. From: _____ | To: _____ |

Location(s) and date where winning chances will be determined:

1. _____
2. _____
3. _____
4. _____
5. _____

Name of the raffle manager designated by the organization (if different than contact person):

Please check one of the following categories for organizations eligible for a raffle license that best describes your organization:

- Non-profit:** An organization or institution operated on a not-for-profit basis, holding a certificate from the Internal Revenue Service indicating such status for the purpose of non-payment of federal income tax. You must provide state or federal documentation to verify the status.
- Charitable:** An organization or institution 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.
- Education:** An organization or institution that provides 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.
- Religious:** Any church, congregation, society, or organization founded for the purpose of religious worship.
- Fraternal:** An organization of persons having a common interest, the primary interest of which is to promote the welfare of its members and to provide assistance to the general public in such a way as to lessen the burden of government by caring for those that would otherwise be cared for by the government.
- Veterans:** An organization or association comprised of members who substantially all are individuals who are veterans or spouses, widows, or widowers of veterans.
- Labor:** An organization composed of workers organized with the object of betterment of the conditions of those engaged in such pursuit and the development of a higher degree of efficiency in their respective occupations.

Certification:

I, _____, do hereby certify as the principal officer of the organization seeking this raffle license that:

- The raffle manager, officers, directors and/or persons with a proprietary, equitable, or credit interest in this organization or myself have never been convicted of a felony;
- The raffle manager, officers, directors and/or persons with a proprietary, equitable, or credit interest in this organization or myself are not professional gamblers or gambling promoters; and
- The raffle manager, officers, directors and/or persons with a proprietary, equitable, or credit interest in this organization or myself are persons of good moral character.

I further understand that:

- The entire proceeds of any raffle must exclusively be devoted to the lawful purposes of the organization permitted to conduct that game;
- No person except a bona fide member of the sponsoring organization may participate in the management or operation of the raffle;
- No person may receive an remuneration of profit for participating in the management or operation of the raffle;

- In the event that my organization rents a premises where the winning chance or chances in a raffle are determined that said activity is permitted by the City and is consented to by the owners and/or managers of the premises;
- Raffle chances may be sold or issued and winning chances may be determined only at the locations specified on the license application;
- Persons under the age of 18 may participate in conducting raffles or chances only with the permission of a parent or guardian and that a person under the age of 18 may be within an area where winning chances are being determined only when accompanied by his or her parent or guardian;
- If a lessor rents premises where a winning chance or chances on a raffle are determined, the lessor shall not be criminally liable if the person who uses the premises for the determining of winning chances does not hold a license issued by the City;
- The operation of the raffle shall be under the control of a single raffle manager;
- The organization shall keep records of the gross receipts, expenses and net proceeds for each single or occasion at which winning chances are determined, with the distribution of net proceeds being itemized as to payee, purpose amount and date of payment;
- Gross receipts from the operation of raffles shall be segregated from other revenues of the organization;
- The organization will file monthly reports to the City's Business License Officer and membership that detail gross receipts, expenses, net proceeds and the distribution of net proceeds from raffles; and
- All required records for raffles will be preserved for three (3) years and shall be available for public inspection at reasonable times and places.

I, the undersigned, swear an oath that my representation in this certification are truthful and that I sign this document as an act of my free will. Signed this day by:

_____	_____	_____
<i>Signature of officer</i>	<i>Name of officer</i>	<i>Date</i>

Witnessed by:

_____	_____	_____
<i>Signature of Secretary of other officer</i>	<i>Name of Secretary of other officer</i>	<i>Date</i>

=====

***** For official use only - do not write below this line *****

=====

_____	_____	_____	_____
<i>Police Department Approval</i>	<i>Date</i>	<i>Community Development Approval</i>	<i>Date</i>

License # _____ *Fee: \$50.00* *Date:* _____

Denied - notes and/or reason(s) _____