



# *Elburn Police Department*

301 E. North St., Elburn, Illinois 60119-9006

630-365-5070  
630-365-5073

## **Raffle License Application**

**ORGANIZATION:** \_\_\_\_\_

**MAILING ADDRESS:** \_\_\_\_\_

**RAFFLE CHAIRMAN:** \_\_\_\_\_

**RAFFLE LOCATION:** \_\_\_\_\_

**DATE OF RAFFLE:** \_\_\_\_/\_\_\_\_/\_\_\_\_

**Purpose of Raffle:** \_\_\_\_\_

**Notice to Applicants:** permits must be presented to the Chief of Police, Village Raffle Administrator for approval a minimum of thirty (30) days prior to the sale of any tickets. Tickets *cannot* be sold without prior approval of the raffle application by all required raffle personnel. Raffle approval is for one raffle only.

**Attestation:**

The undersigned attest(s) that the aforementioned organization is registered as a Not-For-profit organization under the laws of the State of Illinois, and has been continuously in existence for a minimum of five (5) years, preceding the date of this application and that during this entire five (5) year period preceding application, the organization has maintained a bona fide membership actively engaged in carrying out its objectives. The undersigned do(es) hereby state(s) under penalties of perjury, that all statements in the foregoing application are true and correct; that the officers, operators, and workers of the games are bona fide members of the sponsoring organization; and all are of good moral character, and have not been convicted of a felony; that if the Raffle Permit is granted hereunder, the undersigned will be responsible for the conduct of the games in accordance with the provisions of the laws of the State of Illinois, and this Jurisdiction, which governs the conduct of such games.

**Signature of Organization President:** \_\_\_\_\_

**Signature of Organization Raffle Chairman:** \_\_\_\_\_

**Date** \_\_\_\_/\_\_\_\_/\_\_\_\_

# ORGANIZATION INFORMATION:

## Type of Organization: (Circle One)

- Charitable     Religious     Veteran     School     Scouts     4-H     Fraternal  
 Other (Specify) \_\_\_\_\_

**Date and Place of Incorporation:** \_\_\_/\_\_\_/\_\_\_ \_\_\_\_\_

**President of Organization:** \_\_\_\_\_

Date of Birth: \_\_\_/\_\_\_/\_\_\_ Social Security # \_\_\_\_\_ Telephone: \_\_\_\_\_

**Raffle Manager of Organization:** \_\_\_\_\_

Date Of Birth: \_\_\_/\_\_\_/\_\_\_ Social Security # \_\_\_\_\_ Telephone: \_\_\_\_\_

**Designate the person(s) who will be responsible for the conduct and operation of the raffle.**

(Include full name and date of birth) \_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_

**Number of members in good standing:** \_\_\_\_\_

**Date raffle tickets will begin to be sold:** From \_\_\_/\_\_\_/\_\_\_ through \_\_\_/\_\_\_/\_\_\_

**Location where raffle will be held:** \_\_\_\_\_

**Location for ticket sales:** \_\_\_\_\_

**Location, Date & Time where winning chances will be determined:** \_\_\_\_\_

**Date for raffle drawing:** \_\_\_/\_\_\_/\_\_\_

**Total retail value of all prizes to be awarded:** \$ \_\_\_\_\_

**Maximum price charged for each chance/ticket sold:** \$ \_\_\_\_\_

**Maximum retail value of each prize awarded:** \$ \_\_\_\_\_

**Note:** If the purpose of the raffle is to provide financial assistance to an identified individual or group of individuals suffering extreme financial hardship as a result of an illness, disability, accident or disaster, the name or names of the individual or group of individuals to be benefited and a brief description of the illness, disability, accident or disaster giving rise to the financial hardship must be explained in an attached letter to this application.

**Do Not Write Below This Line**

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ACCEPTED / DENIED BY: \_\_\_\_\_ Date: \_\_\_/\_\_\_/\_\_\_ Chief of Police

FEE: \_\_\_\_\_ DATE: \_\_\_/\_\_\_/\_\_\_

## **Village of Elburn Raffle Ordinance**

### **866.01 DEFINITIONS.**

(a) State Law. "State law," as referred to in this chapter, means and refers to an Act of the General Assembly of the State of Illinois entitled "An Act to Provide for Licensing and Regulating Certain Games of Chance and Amending Certain Acts Herein Named," approved August 5, 1980, as amended, Chapter 85, Illinois Revised Statutes, Sections 2301, et seq.

(b) Other Words and Phrases. Unless the context otherwise requires, all words and phrases used in this chapter shall have the same meaning as the same or similar words or phrases are defined in State law.

(Ord. 81-2. Passed 6-1-81.)

### **866.02 LICENSE REQUIRED; ISSUANCE.**

(a) No person shall conduct or operate any raffle, as hereinafter described, within the Village without first having secured a license therefor.

(b) The license hereby required shall be issued upon a proper application having been filed therefor with the Raffles Administrator of the Village, as hereinafter provided, and upon payment of the requisite fee therefor to the Village Clerk.

(Ord. 81-2. Passed 6-1-81.)

### **866.03 AUTHORIZED LICENSEES; EXEMPTION.**

(a) A license to operate a raffle shall be issued only to bona fide religious, charitable, labor, fraternal, educational or veterans' organizations that operate without profit to their members and which have been in existence continuously for a period of at least five years immediately before making application for a license, and which have had, during that entire five-year period, a bona fide membership engaged in carrying out their objectives, or to a nonprofit fund-raising organization that the licensing authority determines is organized for the sole purpose of providing financial assistance to an identified individual or group of individuals suffering extreme financial hardship as the result of an illness, disability, accident or disaster.

(b) No license shall be issued to:

- (1) Any person who has been convicted of a felony;
- (2) Any person who is or has been a professional gambler or gambling promoter;
- (3) Any person who is not of good moral character;
- (4) Any firm or corporation in which a person defined in paragraphs (b)(1), (2) or (3) hereof has a proprietary, equitable or credit interest, or in which such a person is active or employed;
- (5) Any organization in which a person defined in paragraphs (b)(1), (2) or (3) hereof is an officer, director or employee, whether compensated or not;
- (6) Any organization in which a person defined in paragraphs (b)(1), (2) and (3) hereof is to participate, in the management or operation of a raffle as defined by State law.

(c) Notwithstanding anything to the contrary contained in this section, any raffle in which the aggregate value of the prizes is less than five hundred dollars (\$500.00) shall be considered automatically licensed without the necessity of an application. However, any such raffle shall comply with all other requirements of this chapter, and specifically subsection (a) hereof.

(Ord. 96-3. Passed 2-29-96.)

#### **866.04 LICENSE APPLICATIONS.**

(a) Application forms shall be furnished by the Raffles Administrator of the Village, and shall be filed with the same. Said applications shall show the following:

- (1) The name and address of the applicant(s);
- (2) The address or place for the raffle's drawing;
- (3) A sworn statement attesting to the nonprofit character of the applicant, and the length of time said applicant has been in existence, if applicable.
- (4) The place and date of incorporation of the applicant, if applicable;
- (5) The number of members in good standing of the organization, if applicable.
- (6) The name, address, telephone number, Social Security number and date of birth of the president or chairperson of the organization;
- (7) The name, address, telephone number, Social Security number and date of birth of the raffle's manager;
- (8) Designation, by name, address, telephone number, Social Security number and date of birth, of all member(s) who will be responsible for the conduct and operation of the raffle;
- (9) The time period during which the raffle chances will be sold or issued;
- (10) The location of raffle ticket sales;
- (11) The location at which winning chances will be determined;
- (12) The time of determination of winning chances;
- (13) The total retail value of all prizes awarded in a single raffle;
- (14) The maximum retail value of each prize awarded in a single raffle;
- (15) The maximum price charged for each chance sold; and
- (16) If the purpose of the raffle is to provide financial assistance to an identified individual or group of individuals suffering extreme financial hardship as the result of an illness, disability, accident or disaster, the name or names of the individual or group of individuals to be benefited and a brief description of the illness, disability, accident or disaster giving rise to the financial hardship.

(b) The license application shall contain a sworn statement attesting to the accuracy of the information provided and to the nonprofit character of the prospectively licensed organization. Said statement shall be signed by the presiding officer and the secretary of that organization, or by the raffle manager if the raffle provides financial assistance to an individual or group of individuals suffering extreme financial hardship.

(c) An application for a license under this chapter is valid for one raffle only.  
(Ord. 96-3. Passed 2-29-96.)

#### **866.05 REGULATIONS GOVERNING LICENSEES.**

(a) Value of Prizes.

- (1) The aggregate retail value of all prizes or merchandise awarded by a licensee in a single raffle shall not exceed one hundred twenty thousand dollars (\$120,000).
- (2) The maximum retail value of each prize awarded by a licensee in a single raffle shall be fifty thousand dollars (\$50,000).
- (3) The maximum price which may be charged for each raffle chance issued or sold shall be five hundred dollars (\$500.00).  
(Ord. 95-24. Passed 5-1-95.)

(b) Duration of Raffle. The maximum number of days during which chances may be issued or sold pursuant to a license under this chapter shall be 180 days.

(c) Conduct of Raffles. The conducting of raffles shall be subject to the following restrictions:

- (1) The entire net proceeds of any raffle must be exclusively devoted to the lawful purposes of the organization permitted to conduct said raffle.
- (2) No person, except a bona fide member of the licensed organization, may participate in the management or operation of the raffle.
- (3) No person may receive any remuneration or profit for participating in the management or operation of the raffle.
- (4) A licensee may rent a premises on which to determine the winning chance or chances in a raffle only from an organization which is also licensed under this chapter.
- (5) Raffle chances may be sold or issued only within the area or areas specified on the license.
- (6) Winning chances may be determined only at those locations specified on the license.
- (7) No person under the age of eighteen years may participate in the conducting of raffles or chances. A person under the age of eighteen years may be within the area where winning chances are being determined only when accompanied by his or her parent or guardian.

(d) Raffles Manager and Bond.

- (1) All operations of, and the conduct of, raffles shall be under the supervision of a single raffles manager as designated on the license application by the licensed organization.
- (2) A manager shall give a fidelity bond in the amount of the aggregate retail value of the prizes as set out on the application, in favor of the organization and conditioned upon his or her honesty in the performance of his or her duties. Said bond shall provide that notice shall be given in writing to the licensing authority not less than thirty days prior to its cancellation. Said bond may be waived by the Village by including a waiver provision in the license, provided that such a waiver shall be granted only upon a unanimous vote of the members of the licensed organization.

(e) Records.

- (1) Each licensee shall keep records of 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.
- (2) Gross receipts from the operation of raffles programs 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 a license issued by the Department of Revenue of the State of Illinois, and shall be 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 operation of raffles shall not be the same person who accounts for other revenues of the organization.
- (3) Each organization licensed to conduct raffles shall report monthly to its membership, and to the Village, disclosing its gross receipts, expenses and net proceeds from raffles, and the distribution of net proceeds itemized as required above.
- (4) Records required by this section shall be preserved for three years, and the licensed organization shall make available said records relating to the operation of raffles for public inspection at reasonable times and places.

(f) Unauthorized Gambling. Nothing in this chapter shall be construed to authorize the conducting or operating of any gambling scheme, enterprise, activity or device, other than raffles as herein provided. (Ord. 81-2. Passed 6-1-81; Ord. 82-6. Passed 7-19-82.)

**866.06 LICENSE FEES.**

The fee for the license provided for herein shall be calculated as follows:

<u>Aggregate Prize Value</u>	<u>Fee</u>
Less than \$500.00	None
\$500.00 to \$5,000	\$ 5.00
Over \$5,000	\$ 25.00

(Ord. 82-6. Passed 7-19-82.)

**866.07 ADMINISTRATION; AUTHORITY OF CHIEF OF POLICE.**

(a) The Chief of Police of the Village shall be the Raffles Administrator of the Village and shall be charged with the administration of this chapter.

(b) After the receipt by the Raffles Administrator of an application filed under this chapter, he or she shall submit the same to the Village Board, at the next regular meeting of the Board, for action by the Board, which action shall be taken within thirty days from the date of said filing.

(Ord. 81-2. Passed 6-1-81.)

**866.99 PENALTY.**

(EDITOR'S NOTE: See Section 202.99 for general Code penalty if no specific penalty is provided.)