DATE APPLICATION SUBMITTED: _____
DATE AND LICENSE ISSUED: _____
LICENSE NO: _____
CLASSIFICATION _____
FEE: _____

Village of Carol Stream

Raffle License Application

If this application is for multiple raffles, please attach a separate application to provide the requested information for each proposed raffle

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

1. Name of organization: _____

   Circle type of organization:

   Religious Charitable Labor Educational Fraternal Veteran
   (must be in existence continuously for at least 5 years)

   Other (please provide a brief description of the purpose of the organization, the name of the individual(s) that the organization is assisting and the illness, disability, accident or disaster causing an extreme financial hardship for said individuals)

   _____

   _____

2. Address of organization: _____
3. Telephone Number: (____) _____
4. Name of Presiding Officer: _____

   Address: _____

   Telephone # (____) _____ Email: _____

   Number of years as a member of this organization: _____
5. Name of Secretary: _____

   Address: _____

   Telephone # (____) _____ Email: _____

   Number of years as a member of this organization: _____
6. Name of Raffle Manager: _____

   Address: _____

   Tel. # (____) _____ Email: _____

   Number of years as a member of this organization: _____
7. Should permit be mailed to Raffle Manager: _____

   If "no", provide complete name & complete address: _____

   _____

8. Name of Event: _____

9. Date of the raffle drawing: _____

10. Time period when raffle tickets will be sold? _____

11. Identify area/s within Village where raffle tickets will be sold or issued:

_____

12. Raffle ticket cost? _____

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

14. Aggregate value of raffle prizes: _____

15. Describe how raffle winners will be chosen: _____

16. Location where raffle drawing will be held: _____

17. 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: _____

_____

18. Has 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: _____

_____

19. Date organization was formed in Carol Stream: _____

20. Is the sponsoring organization a non-profit, charitable organization?_____

21. Who (Person/Org.) will receive the net raffle proceeds? _____

22. Will raffle proceeds benefit Carol Stream residents? _____

If so, how? _____

23. Are any participating raffle sponsors under the age of 18 years? _____

24. Is the person managing or operating this raffle a bona fide member of the sponsoring organization?

_____

25. Will any person receive remuneration or profit for participating in the management or operation of this raffle?

_____

26. Have you held raffles in any surrounding communities? _____

If so, which communities and when? _____

_____

Raffle License Application-Fidelity Bond

IMPORTANT – PLEASE READ AND NOTARIZE

IF NOT ALREADY ON FILE, PLEASE INCLUDE WITH THIS APPLICATION A COPY OF THE APPLICANT'S ARTICLES OF INCORPORATION AND/OR ORGANIZATION CHARTER.

A CURRENT COPY OF A MANAGER'S FIDELITY BOND OR COMPLETED BOND WAIVER MUST BE SUBMITTED BEFORE A RAFFLE LICENSE CAN BE GRANTED.

10-5-9 MANAGER; BOND.

(A) All operation of and the conduct of raffles shall be under the supervision of a single raffle manager designated by the organization. The manager shall give a fidelity bond in the sum of $5,000 or of the aggregate value of the prizes to be awarded, whichever is higher, in favor of the organization conditioned upon his or her honesty in the performance of his or her duties. Terms of the bond shall provide that notice shall be given in writing to the village not less than 30 days prior to its cancellation.

(B) The village may waive the bond requirement for a manager of an organization applying for an annual raffle license, if the organization, by the unanimous vote of its members present requests such a waiver in writing at the time of the license application.

WAIVER

I, _____, Raffle Manager of _____, certify that a vote/discussion was held on _____ and by unanimous decision by the members of _____, request(s) pursuant to Chapter 10-5-9 of the Carol Stream Village Code, which requires a fidelity bond, is hereby waived.

_____
Raffle Manager of Corporation/Organization

Subscribed and sworn to before me

this ___ day of _____, 20___.

_____
Notary Public

Raffle License Application-Waiver of Fees/Reporting

IMPORTANT – PLEASE READ AND NOTARIZE

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*. **(SEE ATTACHED)**

ALL LICENSE FEES WAIVED FOR NON-PROFIT ORGANIZATIONS SINCE 1990 SHALL AUTOMATICALLY BE WAIVED IN SUBSEQUENT YEARS PROVIDED THAT THE ORGANIZATION SUBMITS ALL APPROPRIATE DOCUMENTATION AS REQUIRED ABOVE AND THERE ARE NO CHANGES TO THE APPLICATION WHICH WOULD AFFECT THE LEGALITY OF THE RAFFLE.
A MAXIMUM OF THREE ANNUAL LICENSES FOR EACH NON-PROFIT ORGANIZATION ARE ELIGIBLE FOR A FEE WAIVER. ALL FEE WAIVER REQUESTS MUST BE REQUESTED ON ORGANIZATION LETTERHEAD.

The undersigned swears that the organization, in whose name this application is submitted will not violate any Ordinances of the Village of Carol Stream 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 releases the Carol Stream Police Department from any liability of damage of whatever nature in investigating the information contained herein.

Presiding Officer: _____

Raffle Manager : _____

Subscribed and sworn to before me

this ___ day of _____, 20___.

_____
Notary Public

Village of Carol Stream

Raffle License Reporting Form

The organization conducting the raffle shall furnish to the Village of Carol Stream documentation evidencing the organization's gross receipts, expenses and net proceeds from each raffle and the distribution of net proceeds as required under Chapter 10, Article 5, Section 10-5-12.

Please use this form to provide documentation.

Name of organization:

_____

Address:

_____

Raffle Manager:

_____

Date of raffle: _____ Gross receipts from raffle:_____
Raffle expenses: _____

Net proceeds from raffle: _____

Net proceeds from the raffle were distributed to whom (i.e. organization fund, individual, institution)._____

This form will be filed with the organization's original Raffle Application.

Please return to: Village of Carol Stream
500 N. Gary Ave.
Carol Stream, IL 60188
630-665-1064 (fax)

Print

Carol Stream, IL Code of Ordinances

ARTICLE 5: RAFFLES

Section

10-5-1 Definitions

10-5-2 License required

10-5-3 Authority for issuance

10-5-4 Licenses

10-5-5 Application for license

10-5-6 License fee

10-5-7 Restrictions on licenses

10-5-8 Conduct of raffles

10-5-9 Manager; bond

10-5-10 Raffle tickets

10-5-11 Prizes

10-5-12 Records

10-5-13 Regulations

10-5-14 Auxiliary or affiliates

10-5-15 Construction

§ 10-5-1 DEFINITIONS.

For the purpose of this article, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

CHARITABLE. 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. 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. 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. An organization composed of workers organized with the objective to better of the conditions of those engaged in such pursuit and the development of a higher degree of efficiency in their respective operations.

NON-PROFIT. 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, as defined in the Criminal Code of the Illinois Compiled Statutes, conducted by an organization licensed under this article 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.

RELIGIOUS. Any church, congregation, society or organization founded for the purpose of religious worship.

VETERANS. 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.

§ 10-5-2 LICENSE REQUIRED.

No person, firm or corporation shall conduct a raffle without first having obtained a license pursuant to this article.

§ 10-5-3 AUTHORITY FOR ISSUANCE.

The corporate authorities shall have the authority to issue licenses for raffles subject to the limitations set forth in this article.

§ 10-5-4 LICENSES.

Licenses for raffles shall be issued only to religious, charitable, labor, fraternal, educational or veterans' organizations which operate without profit to their members and which have been in existence continuously for a period of five years immediately before making application for a license, and have had during that entire five-year period a bona fide membership engaged in

carrying out their objectives. A license issued by the village shall authorize the sale of raffle chances only within the borders of the village. The corporate authorities shall act on a license application within 30 days from the date of application.

§ 10-5-5 APPLICATION FOR LICENSE.

(A) Application for a license shall be made in writing, no fewer than 30 days before the intended sale of raffle chances, on forms provided by the Village Manager's office.

(B) Each license and application for license shall contain the following information:

(1) The name and address of the applicant;

(2) The area within the village in which the raffle chances will be sold and issued;

(3) The time period during which raffle chances will be sold or issued;

(4) The date, time, manner and locations of determining the winning chances;

(5) A sworn statement attesting to the non-profit character of the applicant, signed by its presiding officer and secretary;

(6) A copy of the applicant's articles of incorporation and/or charter; and

(7) Such other information as the Village Manager may require.

(C) Each license issued under this article shall be valid for one raffle, except as noted under § 10-5-6 herein.

(Ord. 2000-04-27, passed 4-3-2000)

§ 10-5-6 LICENSE FEE.

(A) The fee for each single event license shall be as set forth in the following schedule.

(1) *Class A*. Where the aggregate value of all prizes awarded in any raffle does not exceed $500, the license fee shall be $10.

(2) *Class B*. Where the aggregate value of all prizes awarded in any raffle is greater than $500, but does not exceed $5,000, the license fee shall be $20.

(3) *Class C*. Where the aggregate value of all prizes awarded in any raffle is greater than $5,000 but does not exceed $50,000, the license fee shall be $50.

(4) *Class D*. Where the aggregate value of all prizes awarded in any raffle is greater than $50,000, the license fee shall be $100.

(B) The fee for an annual license shall be as set forth in the following schedule.

(1) Where authorized under the terms of an annexation agreement and during its effective period, an annual raffle license, for the period beginning on January 1 of any year and ending

December 31 of the same year, shall permit the conduct of a raffle or raffles for a single event not to exceed $1,000; the maximum retail value of a non-cash prize not to exceed $1,000.

(2) Such license shall permit up to 200 events, the aggregate value of all prizes awarded annually not to exceed $32,000.

(3) The fee for the annual license shall be $100. Annual licenses shall not be pro-rated as to term or fee.

(C) The fee for a raffle license may be waived by an affirmative vote of the corporate authorities. Each raffle license shall be valid for the duration of the contest. All raffle license fees waived for non-profit organizations since 1990 shall automatically be waived in subsequent years; provided that, all proceeds of the raffle shall benefit the residents of the Village of Carol Stream and that the organization submits all appropriate documentation as required in this article. A maximum of three licenses per non-profit organization per year shall be eligible for the fee waiver.

(Ord. 92-06-65, passed 6-9-1992; Ord. 2000-04-27, passed 4-3-2000; Ord. 2009-06-31, passed 6-15-2009)

§ 10-5-7 RESTRICTIONS ON LICENSEES.

No raffle license shall be issued to:

(A) Any person who 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 divisions (A), (B) or (C) of this section has a proprietary, equitable or credit interest, or in which such person is active or employed;

(E) Any organization in which a person defined in divisions (A), (B) or (C) of this section is an officer, director or employee, whether compensated or not; and

(F) Any organization in which a person defined in divisions (A), (B) or (C) of this section is to participate in the management or operation of a raffle as defined in this article.

§ 10-5-8 CONDUCT OF RAFFLES.

The conducting of raffles in the village is subject to the following.

(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) The maximum fee which may be charged for each raffle chance sold or issued shall not exceed $100. All such fees shall be paid in currency or by check.

(E) A licensee may rent a premises in which to determine the winning chance or chances in a raffle only from an organization which is also licensed under this article.

(F) Raffle chances may be sold or issued only within the area specified on the license and winning chances may be determined only at those locations specified on the license.

(G) No person under the age of 18 years may participate in the conducting of raffles or chances. A person under the age of 18 years may be within the area where winning chances are being determined only when accompanied by his or her parent or guardian.

§ 10-5-9 MANAGER; BOND.

(A) All operation of and the conduct of raffles shall be under the supervision of a single raffle manager designated by the organization. The manager shall give a fidelity bond in the sum of $5,000 or of the aggregate value of the prizes to be awarded, whichever is higher, in favor of the organization conditioned upon his or her honesty in the performance of his or her duties. Terms of the bond shall provide that notice shall be given in writing to the village not less than 30 days prior to its cancellation.

(B) The village may waive the bond requirement for a manager of an organization applying for an annual raffle license, if the organization, by the unanimous vote of its members present requests such a waiver in writing at the time of the license application.

(Ord. 2000-04-27, passed 4-3-2000)

§ 10-5-10 RAFFLE TICKETS.

(A) Each raffle ticket, chance or other raffle token shall state, on its face, the name and address of the licensee, the date or dates of the drawings, and the prize or prizes to be awarded; provided, however, that this requirement shall not apply to any raffle in which prizes in the aggregate value of under $50 are awarded, or to any raffle in which raffle chances are sold only on the date of the drawing during the event at which the drawing is to be conducted. No such ticket, chance or token shall be sold or issued more than 90 days before the determination of the winning chance or chances.

(B) If any raffle for which a license is issued under this article is canceled, or if any such raffle is not conducted on the date contained in the application for license, the licensee shall refund all money paid for any raffle chances issued or sold to the persons to whom such raffle chances were issued or sold within 45 days after the date on which the raffle was to be conducted or within 45 days after cancellation of the raffle, whichever is sooner.

§ 10-5-11 PRIZES.

The maximum cash prize awarded in any raffle shall be $100,000; the maximum retail value of non-cash prizes awarded in any raffle shall be $100,000. The aggregate value of all prizes awarded in any raffle shall not exceed $200,000.

§ 10-5-12 RECORDS.

(A) Each organization licensed to conduct raffles and chances shall keep 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, amount and date of payment.

(B) Each organization licensed to conduct raffles shall, for each and every raffle, keep records of the name and address of each person to whom a raffle chance has been sold or issued, and the number of raffle chances sold or issued to such person.

(C) Gross receipts from the operation of raffle programs shall be segregated from other revenues of the organization, including bingo gross receipts, if bingo games are also conducted by the same non-profit organization pursuant to license therefor issued by the State Department of Revenue, 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 operation of raffles shall not be the same person who accounts for other revenues of the organization.

(D) Each organization licensed to conduct raffles shall report monthly or at least semi-annually in the case of an annual raffle license holder permitting multiple raffle events to its membership, and to the village, its gross receipts, expenses and net proceeds from raffles, and the distribution of net proceeds itemized as required in this section.

(E) Records required by this section shall be preserved for three years, and organizations shall make available their records relating to operation of raffles for public inspection at reasonable times and places.

(Ord. 2000-04-27, passed 4-3-2000)

§ 10-5-13 REGULATIONS.

The corporate authorities of the village, or its designated agent, may publish rules and regulations consistent with this article or state law governing the conduct of raffles licensed hereunder.

§ 10-5-14 AUXILIARY OR AFFILIATES.

Whenever used in this article, the word ***ORGANIZATION*** shall include an auxiliary or affiliate of a licensee.

§ 10-5-15 CONSTRUCTION.

Nothing in this article shall be construed to authorize the conducting or operating of any gambling scheme, enterprise, activity or device other than a raffle provided for herein.