



RAFFLE/LOTTERY PERMIT APPLICATION

License Fee: \$25.00

Completed application, payment and written request (if applicable)* to: Office of the City Clerk

1) Name of Organization: _____

2) Address: _____

3) Address of place for raffle/lottery drawing and determining winner:

4) Check type of organization (attach documentary evidence):
 Religious Charitable Labor Fraternal Educational Veterans Non- Profit

5) How long has organization been in existence? _____

6) Place and date of incorporation Place: _____ Date: _____

7) Number of members in good standing: _____

8) President/Chairperson

Name: _____ Date of Birth: _____
Home Address: _____ Home Phone: _____
Business Address: _____ Business Phone: _____
Social Security #: _____ Driver's License #: _____

9) Raffle/Lottery Manager

Name: _____ Date of Birth: _____
Home Address: _____ Home Phone: _____
Business Address: _____ Business Phone: _____
Social Security #: _____ Driver's License #: _____

10) Please provide the following information for all member(s) who are responsible for conduct and operation of raffle/lottery: (attach additional sheet if necessary, bond option of sponsoring organization)

Name: _____ Date of Birth: _____
Home Address: _____ Home Phone: _____
Business Address: _____ Business Phone: _____
Social Security #: _____ Driver's License #: _____

11) Time period dates) during which tickets will be sold (include days of the week) MAXIMUM 180 DAYS:

12) In what areas of the City will tickets be sold:

13) Date(s) and time(s) for determining winners (include days of the week):

*Please include written request to Liquor Commissioner if you are seeking to hold raffle/lottery at a liquor licensed establishment, setting forth the nature of the raffle/lottery, any promotion(s) and nature of promotion(s) or other activities associated with such raffle/lottery.

- 14) Total retail value of all prizes awarded in a single raffle or lottery (Maximum \$200,000.00): \$ _____
- 15) Maximum retail value of each prize awarded in a single raffle or lottery (Maximum \$200,000.00): \$ _____
- 16) Maximum price charged for each chance sold (Maximum \$100.000) \$ _____

17) Each organization licensed to conduct raffles /lotteries shall report to the Office of the City Clerk, its gross receipts, expenses and net proceeds from lotteries and the distribution of net proceeds as required by Elmhurst Municipal Code Chapter 31, Section 31.160. This financial information must be furnished within 30 days of date in #13.

18) Attestation

“The undersigned attest(s) that the above named organization is organized as a non-for-profit under the laws of the State of Illinois and has been continuously in existence for 5 years, preceding the date of this application, and that during this entire 5 year period preceding the date of application it has maintained a bona fide membership actively engaged in carrying out its objectives. The undersigned hereby states under penalties of perjury that all statements in the forgoing application are true and correct; that the officers, operators and workers of the games are all of good moral character and have not been convicted of a felony; that if a license is granted hereunder, the undersigned will be responsible for the conduct of the raffle or lottery in accordance with the provisions of the laws of the State of Illinois and the ordinances of the City of Elmhurst governing the conduct of such games, and the undersigned have/has read and acknowledge receipt of a copy of Section 31.70 of the Elmhurst Municipal Code, which section governs the conduct of raffles and lotteries.”

We agree to furnish financial information on the raffle/lottery to the City of Elmhurst within 30 days of the raffle date.

- We have provided a raffle bond with our application.
- We hereby request a waiver of the bond requirement. This waiver request has been approved by a majority of our board members.

Name of Organization: _____

President/Chairperson

Secretary

SUBSCRIBED AND SWORN to before me
This _____ day of _____, 20__.

Notary Public

***** OFFICE USE ONLY *****

Patty Spencer, City Clerk
Date: _____

Elmhurst Police Department
Date: _____

Waive Raffle Bond: Yes No

Date to PD: _____

James A. Grabowski, City Manager
Date: _____

License #: _____
Date sent out: _____