



We Serve

TOK LIONS RAFFLE APPLICATION

To ensure that Alaska State Gaming Regulations are followed, the Tok Lions Club has a policy with procedures for using and obtaining permission for use of our Raffle Permit.

1. Complete this application and return it to the Tok Lions Club Gaming Officer Lisa Conrad **before** your raffle begins (excluding winning number and winner's name). This permit application must be signed by one of the Gaming Officers BEFORE your raffle is approved.
2. Create raffle tickets (see attached procedures).
3. Conduct your raffle beginning and ending on the exact dates on this application (see attached procedures).
4. Within 3 days of the completion of your raffle, you MUST turn in:
 - a. all monies collected
 - b. winning ticket(s)
 - c. completed raffle application with winner's name and address

A check will then be written to you from the Tok Lions Club for the total amount of your raffle.

Applicant's Name and Organization: _____

P.O. Box and Telephone Number: _____

Start Date: _____ End Date: _____

Place of Drawing: _____ Date and Time of Drawing: _____

Number of Tickets to be Sold: _____ Ticket Price: _____

Starting Ticket Number: _____ Ending Ticket Number: _____

Prizes to be Raffled: _____

Signature of Group Representative: _____

Signature of Gaming Officer: _____ Permit #: _____

Both parts of raffle ticket must include "Tok Lions Club" and permit number.

TO BE COMPLETED AT END OF RAFFLE:

Name and Address of Winner: _____

Winning Ticket Number(s): _____

Attach winning ticket(s) to this application upon completion of raffle.

PLEASE RETURN COMPLETED APPLICATION, ALL MONIES COLLECTED, AND WINNING TICKET TO THE TOK LIONS CLUB WITHIN 3 DAYS OF THE COMPLETION OF YOUR RAFFLE.

Raffle Tickets

- (a) Raffle tickets must be consecutively numbered and must have a numbered, detachable stub for purposes of the drawing at the conclusion of raffle ticket sales.
- (b) A raffle ticket must provide the following information on its face:
- (1) the date and location of the drawing;
 - (2) the name of the permittee (Tok Lions Club) and the permit number;
 - (3) if applicable, the name of the operator and the operator's license number;
 - (4) the price of the raffle ticket;
 - (5) whether the player must be present at the drawing to be eligible for a prize;
 - (6) the ticket number;
- (c) A permittee or operator conducting a raffle shall disclose the raffle procedures, prizes, and the price collected from a player either on a pamphlet or similar document given to a player at the time of sale, or on the face of the raffle ticket.
- (d) The detachable stub on a raffle ticket must provide the following information on its face:
- (1) the name of the permittee (Tok Lions Club) and the permit number;
 - (2) if applicable, the operator's license number;
 - (3) adequate space for a player to write the player's name, mailing address, and telephone number;
 - (4) the ticket number.

Raffle Drawings

- (a) At a raffle drawing, the permittee or operator shall post a copy of the permit and a copy of the operator's license, if applicable, in a manner that is clearly visible to the gaming public.
- (b) Before a raffle drawing, the permittee or operator shall place the detachable stubs of all raffle tickets sold into a receptacle that is designed so that each stub placed within it has an equal opportunity of being drawn.
- (c) The permittee or operator shall draw the detachable stub in a manner that is clearly visible to the gaming public.
- (d) A raffle drawing must determine a winning detachable stub for each prize offered.
- (e) A raffle drawing must occur at the date and location scheduled, which must be no later than the end of the calendar year following the calendar year in which the first ticket for the raffle was sold. If a raffle drawing cannot be held at the date and location scheduled for a reason that is beyond the control of the permittee or operator, the permittee or operator shall
- (1) immediately notify the department in writing of the reason;
 - (2) reschedule the date and location of the raffle drawing, only if the entire raffle is completed no later than the end of the calendar year following the calendar year in which the first ticket for the raffle was sold; and
 - (3) if a player must be present at the raffle drawing to be eligible for a prize, notify in writing of the date and location of the rescheduled drawing.
- (f) If a permittee or operator elects to terminate a raffle after a raffle ticket is sold but before the raffle drawing, or does not hold the raffle drawing within the time allowed under this section, the permittee or operator shall
- (1) notify the department in writing before the scheduled date of the drawing of the reason for the termination; and
 - (2) refund the price of each ticket sold to each player not later than 20 days after the scheduled date of the drawing.
- (g) If a permittee or operator awards a raffle prize of \$50 or more, the winner shall acknowledge receipt of the prize by completing and signing a raffle prize form that includes the winner's name and address.
- (h) A permittee or operator shall make every reasonable effort to award a raffle prize. If, after not more than 45 days following a raffle drawing, a raffle prize is not awarded, the permittee or operator shall conduct a drawing from the non-winning detachable stubs to determine a new winning detachable stub. The person named on that detachable stub shall be awarded the unawarded raffle prize.
- (i) If a permittee or operator changes one or more prizes in a raffle after one or more tickets have been sold, the permittee or operator must either
- (1) terminate the raffle and refund the ticket price to each ticket holder; or
 - (2) notify each ticket holder before the raffle is held and offer the ticket holder a refund.