



## Application to Conduct Raffles

1. Name of Organization: \_\_\_\_\_

2. Organization Address: \_\_\_\_\_ Apt./Ste. #: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

3. Phone: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ 4. Email: \_\_\_\_\_

5. Length of time organization has been in existence: \_\_\_\_\_

6. Type of Group (Please check one of these required options):

<input type="radio"/> Religious Group	<input type="radio"/> Charitable Group	<input type="radio"/> Labor	<input type="radio"/> Fraternal Group
<input type="radio"/> Educational	<input type="radio"/> Veteran's Organization	<input type="radio"/> Business	Other _____

7. Name of representative who can be contacted at all times: \_\_\_\_\_

8. Phone: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ 9. Email: \_\_\_\_\_

10. Name of Raffle Manager: \_\_\_\_\_

11. Mailing Address: \_\_\_\_\_ Apt. / Ste. #: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

12. Phone: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ 13. Email: \_\_\_\_\_

14. Name of Raffle Event: \_\_\_\_\_

15. Location(s) at which winning chances will be determined: \_\_\_\_\_  
\_\_\_\_\_

16. Indicate time period during which raffle chances will be sold or issued:

From: \_\_\_\_\_ To: \_\_\_\_\_

17. Time or times of determination of winning chances:  
\_\_\_\_\_

18. Amount to be charged for each chance: \$ \_\_\_\_\_

### TYPE OF RAFFLE:

Single       Progressive (**Queen of Hearts**)

Copy of Fidelity Bond Attached:  Yes     No, request for waiver is attached.

RAFFLE LICENSE FEE: \$50.00

We, as the Presiding Officer and the Secretary for \_\_\_\_\_, affirm that all statements made herein are true and correct, and further affirm that the organization which we represent is qualified and eligible to obtain a raffle license in the Village of Gurnee according to the requirements as set forth in the Raffle and Poker Runs Act, 230 ILCS 15/1 *et seq.* and Chapter 10, Article IV of the Gurnee Village Code, and further affirm that we shall abide by all rules and regulations as set forth by the State of Illinois and the Village of Gurnee and shall maintain records after the conclusion of the raffle listing the gross receipts, expenses and net proceeds from the raffle for a period of two (2) years following the raffle event as required by Chapter 10, Article IV of the Gurnee village Code.

We further affirm:

- The organization to be licensed is a non-profit organization that operates without profit to its members, has been in existence continuously for a period of not less than five (5) years immediately before making application for a license, and which has during that entire five-year period been engaged in carrying out its objective; or the organization is a non-profit fundraising organization providing financial assistance of an identified individual or group of individuals suffering extreme financial hardship as a result of illness, disability, accident or disaster.
- The entire net proceeds of the proposed raffle will be exclusively devoted to the lawful purpose of the organization seeking the license.
- No person except a bona fide director, officer, employee, or member of the sponsoring organization shall manage or participate in the management or operation of the raffle.
- No person shall receive any remuneration or profit for managing or participating in the management or operation of the proposed raffle.
- The organization will preserve records of its gross receipts, expenses, net proceeds, and the distribution of net proceeds from the raffle for two (2) years after each raffle and make such records available for public inspection at reasonable times and places.

_____ Presiding Officer or Organization Signature	_____ Date
_____ Secretary of Organization Signature	_____ Date

**TO BE SIGNED ONLY IF RAFFLE DRAWINGS ARE HELD AT A LOCATION OTHER THAN THE ORGANIZATION'S LOCATION**

I, \_\_\_\_\_, as the \_\_\_\_\_(owner, manager or duly authorized representative) for \_\_\_\_\_("Premises"), do hereby consent to the use of the premises for the raffle activity identified in this application and declare that I have never been convicted of a felony or any local ordinance or State law regulating gambling. I hereby affirm that the above information is true and correct.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

<b>FOR OFFICE USE ONLY</b>	
License No. _____	License Fee: \$ _____
Date Issued: ____/____/____	Date Expires: ____/____/____

Return completed form to:

Village of Gurnee • 325 N O'Plaine Rd, Gurnee, IL 60031 • Phone: 847-599-7500 • Fax: 847-623-0490



## Bond Waiver Request

**Optional – This request requires approval by the Village Board and can take up to an additional 30 days to process.**

I, the undersigned, Presiding Officer or Secretary of \_\_\_\_\_, respectfully request that the Gurnee Village Board waive the fidelity bond required under Chapter 10, Section 77 of the Gurnee Municipal Code.

In support of this request, the organization states (i.e. the cost of the bond is \$ \_\_\_\_\_ amount, which would significantly reduce the net amount raised by the event, which is projected at \$ \_\_\_\_\_ amount:

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Approved at the Village Board meeting conducted on: \_\_\_\_\_

Certified By: \_\_\_\_\_  
Village Administrator

Date: \_\_\_\_\_