



**Village of Lake in the Hills  
Raffle Application Form**

**Date of Application** \_\_\_\_\_

*(The Village President, with the advice and consent of the Board of Trustees, shall have 30 days in which to approve or disapprove the license applied for.)*

**Application Information:**

Name of Organization: \_\_\_\_\_

Date of incorporation or formation of Organization (minimum of 5 years in existence is required to qualify for license): \_\_\_\_\_

Does this organization fulfill the requirement of operating without profit to its members: Yes  No

Purpose for which club/ organization was formed: \_\_\_\_\_

Presiding Officer's Name: \_\_\_\_\_

Presiding Officer's Address: \_\_\_\_\_

Secretary's Name: \_\_\_\_\_

Secretary's Address: \_\_\_\_\_

Raffle Manager's Name: \_\_\_\_\_

Raffle Manager's Address: \_\_\_\_\_

Raffle Manager's Phone #: \_\_\_\_\_

Raffle Manager's Date of Birth: \_\_\_\_\_

Names & Addresses of any other individual directly involved with the administration of the raffle.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Raffle Information:**

Dates raffle chances will be sold or issued: \_\_\_\_\_

Date/Time raffle is to take place: \_\_\_\_\_

Location or Description of Premises and Address of raffle: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Location or areas within the Village where the raffle chances will be sold or issued: \_\_\_\_\_

Method by which the winning chance will be determined: \_\_\_\_\_

Total number of chances to be sold: \_\_\_\_\_

Maximum price of each raffle chance: \_\_\_\_\_

Item(s) to be raffled:	Maximum Retail Value of Each Prize:
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

Retail dollar value of all prizes: \$ \_\_\_\_\_

**Assertions:**

- Yes  No  Does the raffle manager reside in Lake in the Hills?
- Yes  No  Is the raffle manager a US Citizen?
- Yes  No  Has the raffle manager ever been convicted of a felony under any federal or state law?
- Yes  No  Has the raffle manager ever been convicted of pandering or other crimes or misdemeanor opposed to decency and morality?
- Yes  No  Has the organization ever had a raffle license previously revoked for cause?
- Yes  No  Is the presiding officer, secretary, raffle manager or other individuals directly involved in the administration of the raffle, a law enforcing public official, President, Trustee, or member of the Village Board or commission, or any president or member of a County Board?
- Yes  No  Is there interest in the raffle for any law enforcing public official, President, Trustee, or member of the Village Board or commission, or any president or member of a County Board?
- Yes  No  Has the organization or raffle manager ever been convicted of a gambling offense as proscribed by either local, state or federal law?
- Yes  No  Has the organization or raffle manager ever been issued a federal gambling device stamp or a federal wagering stamp for the current tax period?
- Yes  No  Has the premises of the raffle ever been issued a federal gambling device stamp or a federal wagering stamp for the current tax period?

**Bond and Fee Requirements:**

- Yes  No  Is a waiver of the fidelity bond provision being requested of the Board of Trustees?
- Yes  No  If yes, has the organization provided evidence of unanimous vote in favor of the fidelity bond waiver?
- Yes  No  If no, is the fidelity bond attached to this application?



## Village of Lake in the Hills Raffle Affirmation Page

I (we) swear (or affirm) that our organization/club is not-for-profit and that I (we) have never been convicted of any felony and are not disqualified to receive a license by reason of any matter or thing contained in this Section 31.02 of the Lake in the Hills Municipal Code or any other Ordinances of the Village, laws of the State of Illinois or of the United States of America. I also swear that no previous license issued by any state or subdivision of Federal Government has been revoked. I will not violate any of the laws of the State of Illinois or of the United States or any Ordinances of the Village of Lake in the Hills in the conduct of the raffle. I will not allow gambling devices or gambling on the premises where the drawing will be held.

I (we) understand that a fidelity bond in an amount not less than the anticipated gross receipts is needed from the manager unless notice is attached to the application that the club/organization voted, by unanimous vote, to waive such provision.

At the conclusion of the raffles, a report shall be made to the Village of Lake in the Hills as to the gross receipts, expenses and net proceeds from the raffles.

I swear that the statements contained in the application are true and correct to the best of my knowledge and belief.

\_\_\_\_\_  
Presiding Officer

and/or

\_\_\_\_\_  
Secretary

Sworn to before me this \_\_\_\_ day  
of \_\_\_\_\_, 20 \_\_\_\_

\_\_\_\_\_  
Notary Public

### **MUNICIPAL CODE SECTION 31.02 TO BE REVIEWED BY APPLICANT**

I have read and will comply with Section 31.02 of the Village of Lake in the Hills Municipal Code.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



## Village of Lake in the Hills Bond Waiver Request Page

The Village Code requires that the raffle manager shall give a fidelity bond in an amount not less than the anticipated gross receipts for each raffle. The bond shall be in favor of the organization and conditioned upon his/her honesty in the performance of his/her duties. The bond shall also provide that notice is given in writing to the Village of Lake in the Hills not less than thirty (30) days prior to its cancellation.

**The Village president and Board of Trustees is authorized to waive the requirement for a bond by including a waiver provision the license issued, provided that by a unanimous vote of the members of the licensed organization, such a waiver is requested.** Such a request does not guarantee that a waiver will be granted by the Village of Lake in the Hills; however, if your organization would like to request a waiver of the bonding requirement, please complete the following Bond Waiver Request. Please be sure to have both signatures notarized.

On the \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, the membership of \_\_\_\_\_  
(Name of Organization)

by unanimous vote requested that the Village of Lake in the Hills waive the fidelity bonding requirement for its raffle to be conducted on the attached raffle application.

Signed: \_\_\_\_\_  
Presiding Officer

Signed: \_\_\_\_\_  
Secretary

Subscribed and sworn to before me this

\_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

\_\_\_\_\_  
Notary Public

### NOT FOR PROFIT STATEMENT

We, the undersigned Presiding Officer and secretary, do hereby attest that \_\_\_\_\_ (name of organization) is a bona fide religious, charitable, labor, fraternal, educational, or veteran organization that operates without profit to their members and which have been in existence continuously for a period of five (5) years immediately before making application for a license, and which have been during that entire five (5) year period, a bona fide membership engaged in carrying out their objectives as described on the attached raffle application.

Signed: \_\_\_\_\_  
Presiding Officer

Signed: \_\_\_\_\_  
Secretary

Subscribed and sworn to before me this

\_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

\_\_\_\_\_  
Notary Public