



VILLAGE OF
LINCOLNSHIRE
POLICE DEPARTMENT

RAFFLE LICENSE APPLICATION

OFFICE USE ONLY

License #:

ORGANIZATION INFORMATION

Name of Organization:		Phone #:
Address:		
Type of Organization:		
<input type="checkbox"/> Business	<input type="checkbox"/> Charitable	<input type="checkbox"/> Educational
<input type="checkbox"/> Non-Profit	<input type="checkbox"/> Religious	<input type="checkbox"/> Veterans
<input type="checkbox"/> Fraternal	<input type="checkbox"/> Labor	<input type="checkbox"/> Other:
Date and place of incorporation of organization:		Years in existence:
Number of members in good standing:	Is this organization based in Lincolnshire or comprised of 55% or more of Lincolnshire residents? <input type="checkbox"/> Yes <input type="checkbox"/> No	

EVENT INFORMATION

Name of Event:		Number of Tickets to be sold:
Location of drawing:		Date and time of drawing:
Net proceeds (profit) to be used for:	Ticket Sales Start Date:	Ticket Sales End Date:
Maximum price to be charged per ticket: \$	Maximum value of each prize: \$	Cumulative retail value of prizes: \$

RAFFLE MANAGER

Name:	Date of Birth:
Address:	
Phone #:	Affiliation with Organization:
Has raffle manager provided a fidelity bond? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, amount of bond: \$	
Has raffle manager received a waiver of the fidelity bond? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please attach proof of waiver from the organization.	
Has any officer or raffle manager ever been convicted of a felony or a crime of moral turpitude, or been a professional gambler or gambling promoter? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Manager Signature:	Date:

OFFICE USE ONLY

<input type="checkbox"/> Approved	By:	Date:
<input type="checkbox"/> Denied		
Reason for Denial:		

Raffle License Application and Instructions – Village of Lincolnshire, IL – Police Department

FIDELITY BOND WAIVER AND RELEASE OF ALL CLAIMS

I, the authorized officer or designee of _____ (“**Organization**”)

and the Organization’s raffle manager, _____ (“**Raffle Manager**”), submit this Fidelity Bond Waiver and Release of All Claims (“**Waiver and Release**”) as a supplement to the Organization’s application for a license to conduct a “raffle,” as that term is defined in Section 3-4G-1 of the Village of Lincolnshire Village Code.

In consideration of the Village of Lincolnshire (“**Village**”) granting the Organization a license to conduct the Raffle, the Organization and Raffle Manager hereby agree as follows:

Section One. Recitals:

- A. The Organization has submitted or is submitting concurrently with this Waiver and Release an application for a license to conduct the Raffle.
- B. Section 3-4G-9 of the Village Code requires that the Raffle be supervised by a designated manager, who must provide a fidelity bond to the Village as a condition of the license required for the Proposed Raffle (“Bond”), but that the Bond requirement will be waived if the raffle manager submits to the Village Manager proof that the members of the Organization have unanimously voted in favor of waiving the Bond requirement.
- C. By executing this Waiver and Release, the undersigned hereby represents, warrants, and attests that all of the members of the Organization voted unanimously to waive the Bond requirement on

_____, 20 _____.

Section Two. Acknowledgement and Assumption of Risk of Injury:

The Organization and Raffle Manager agree to assume the full risk of claims of every kind, known and unknown, present and future and all costs, damages, and losses that the Organization, the Raffle Manager, or any person, may sustain as a result of either: (i) the waiver of the Bond requirement; or (ii) the operation of the Raffle.

Section Three. Release and Indemnification:

- A. The Organization and the Raffle Manager shall, and do hereby, waive, release, and relinquish all claims of every kind, known and unknown, present and future, that the Organization or the Raffle Manager may have against the Village and its public or appointed officials, officers, agents, attorneys, and employees, arising out of, connected with, or in any way related to either: (i) the waiver of the Bond requirement; or (ii) the operation of the Raffle.
- B. The Organization and the Raffle Manager shall, and do hereby, agree to, indemnify, and defend the Village and its public or appointed officials, officers, agents, attorneys, and employees, from and against any and all claims of every kind, known and unknown, present and future, arising out of, connected with, or in any way related to either: (i) the waiver of the Bond requirement; or (ii) the operation of the Raffle.

Section Four. Organization’s and Raffle Manager’s Understanding:

The Organization and the Raffle Manager have read and fully understand this Waiver and Release and execute this Waiver and Release without any reservation whatsoever.

ORGANIZATION

RAFFLE MANAGER

Signature

Signature

Print Name

Print Name

Title

Title

Raffle License Application and Instructions – Village of Lincolnshire, IL – Police Department

RAFFLE LICENSE APPLICATION INSTRUCTIONS

To apply for a Village of Lincolnshire Raffle License, the application must be completed in its entirety and submitted with the following:

- \$25.00 Fee (may be waived in accordance with Section 3-4G-5 of the Village Code)
- Proof of Fidelity Bond (may be waived in accordance with Section 3-4G-9 of the Village Code)
- List of current Officers with their titles and addresses

License Provisions (excerpts from [Title 3 Chapter 4 of the Lincolnshire Village Code](#))

- No person may engage in the sale of raffle chances within the Village unless the raffle for which chances are being sold has been licensed in any jurisdiction in Illinois
- The licensee shall report promptly to the Village a summary report describing the gross receipts, expenses and net proceeds from the raffle and the distribution of the net proceeds.
- The licensee shall provide the Village with any financial records related to this raffle on five (5) days written demand.
- Gross receipts from the operation of Raffle Programs shall be segregated from other revenues of the organization. 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.
- The entire net proceeds of any raffle must be exclusively devoted to the lawful purposes of the organization permitted to conduct that raffle.
- No person may receive any remuneration or profit for participating in the management or operation of the raffle, except for reasonable compensation paid to a raffle manager which provides bona fide services to the licensee in connection with the operation of the raffle.
- Winning chances may be determined only at those locations specified in the license.
- No person under the age of eighteen (18) years may participate in the conducting of raffles or chances without written permission from a parent or guardian. A person under the age of eighteen (18) years may be within the area when winning chances are being determined only when accompanied by his parent or guardian.
- The Chief of Police or his designee may invoke or suspend any license issued by the Village if he determines that the licensee has violated any provisions of this Code Section. Within five (5) days after such hearing, if the Chief of Police or his designee determines that the license shall be revoked or suspended, he shall state the reason or reasons for such determination in a written order for revocation or suspension and shall serve a copy of such order within five (5) days upon the license.