

# Application for Raffles License

Application No. RA: \_\_\_\_\_

Insert name  
of Municipality \_\_\_\_\_

Identification No. \_\_\_\_\_

Prepare 4 copies of application. One copy will be returned

## Part A General

1 Name of applying organization \_\_\_\_\_

2 a. Street address of headquarters \_\_\_\_\_

b. Mailing address (if different) \_\_\_\_\_

3 A license is requested to conduct raffles of the kind stated on the date, or on each of the dates, and during the hours listed (use a separate application for each type of raffle).

Date	Hours	Date	Hours
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

4 Address of place where Raffles will be played \_\_\_\_\_

a. Does the applicant own the premises or regularly occupy them for its general purposes? \_\_\_\_\_ Yes  
\_\_\_\_\_ No

5 If raffles equipment is rented, attach statement of raffles equipment lessor to application on Form 18.

## Part B Qualification of Applicant

1 Is this the first time the applicant has applied for a license in this municipality? \_\_\_\_\_ Yes \_\_\_\_\_ No

2 If not, has there been any change in the applicant's certificate of incorporation, charter, constitution or by-laws since the latest application was made? \_\_\_\_\_ Yes \_\_\_\_\_ No

3 If applicant is unincorporated, state number of members: \_\_\_\_\_ members.

## Part II Qualification of Applicant (Continued)

4 If the answer to either of questions 1 or 2 is "Yes," attach to this application an exact copy of the provisions of the certificate of incorporation, or of the written charter, constitution or by-laws of the applicant, showing (1) that the applicant is a qualified organization, and (2) that it is empowered to further one or more authorized purposes, all as defined in the Raffles Licensing Law.

### Part C Schedule of Expenses

The items of expense intended to be incurred or paid in connection with the games listed in this application, the names and addresses of the persons to whom each item is to be paid, and the purpose for which each item is to be paid, are:

Item of Expense

Name and Address of Supplier

## Резюме

## Part D Schedule of Purposes

1. The specific purpose(s) to which the entire net proceeds of the games listed in this application are to be devoted, and the manner in which they are to be so devoted are:

2 If any part of the net proceeds are to be devoted to a purpose allowed by the Raffles Licensing Law by turning the same over to another organization which is exclusively devoted to such purposes, secure the signature of its president or other executive officer to the following certificate:

"It is hereby certified that:

(Name of Organization)

will accept from the licensee any part of the net proceeds of the games listed in this application to be turned over to it."

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

Signature \_\_\_\_\_

### Part E Schedule of Prices

A description of all prizes to be offered and given in all the games listed in this application is as follows: (for merchandise, describe the article and state the retail value; if prizes are to be donated, so indicate and estimate as accurately as possible the information called for.)

Description of Prize

Donated  
(yes or no)

Retail Value

### Part F Officers of Applicant

Office

Name of Officer

Residence Address

Agg

## Part G Members of Applicant Who Will Be in Charge of the Games

Name of Member in Charge

Residence Address

Tel. No.

Age

(If more space is needed in any section of this application, insert extra sheets.)

**Part H. Members of Applicant Who Will Assist in Conducting the Games**

Name of Member

Residence Address

Age

**Part I. Names of Other Organizations Whose Members Will Assist in Conducting the Games**

Name and Address of Organization

How Related

Identification Number

**Part J. Statement of Applicant and Member(s) in Charge**

State of New Jersey  
County of

ss.:

We do hereby each make the following statement, under oath, with respect to the foregoing application:

- 1 The applicant (is) (is not) limited in its activities to the furtherance of one or more authorized purposes as defined in the Raffles Licensing Law.
- 2 Prior to the issuance of any license to it to conduct games of chance the applicant was actively engaged in serving one or more "authorized purposes."
- 3 The applicant has received and used, and in good faith expects to continue to receive and use, to further one or more authorized purposes, funds from sources other than games of chance.
- 4 The conduct of the games on the occasion or occasions for which this application is made will be to raise and devote the entire net proceeds to the authorized purpose described in the application.
- 5 For each occasion for which a license is sought, one or more of the members listed who are familiar with the Raffles Licensing Law, and the Rules and Regulations, will be in full charge of, and primarily responsible for, the conduct of the games.
- 6 No commission, salary, compensation, reward or recompense will be paid to any person for holding, operating or conducting or assisting in the holding, operation or conducting, of the games; except to bookkeepers or accountants for professional services not exceeding the amounts fixed by the Schedule of Fees, no prize will be offered and given in cash, except as otherwise provided by the Raffles Licensing Law, or of greater value than is provided in said Law.
- 7 All statements in the foregoing application are true.

Sworn to and subscribed before me this

day of 19

Notary Public

(SEAL OF NOTARY)

Signature of Officer, and Title

Member in Charge

Member in Charge

Member in Charge

Member in Charge

Applicant's registration slip from the Control Commission must be presented to the Municipal Clerk with this application

Internet

No.	
Name	
Address	
City	
State	Zip
Telephone	
ID. #	R.L. #

\$	Raffle Sponsored by	No.
<p><b>50/50 Raffle</b></p> <p>This is a 50/50 cash raffle and the winner(s) will receive 50 percent of the amount received for all tickets or rights to participate.</p>		
First Prize	Percent of the prize pool	
Second Prize	Percent of the prize pool	
Third Prize	Percent of the prize pool	
<p>Drawing</p> <p>Will be held on at p.m.</p> <p>at NJ</p>		
<p>(Benefit of )</p> <p>No substitution of the offered prize(s) may be made.</p>		
ID. No.	R.L. No.	

<p>No. _____</p> <p>Name _____</p> <p>Address _____</p> <p>City _____</p> <p>State _____ Zip _____</p> <p>Telephone _____</p> <p>ID. # _____ R.L. # _____</p>	<div style="display: flex; justify-content: space-between;"> <span>\$ _____</span> <span>No. _____</span> </div> <p style="text-align: center; margin-top: 10px;">Raffle Sponsored by _____</p> <p style="text-align: center;">Raffle</p> <table style="width: 100%; margin-top: 10px;"> <tr> <td style="width: 33%;">First Prize</td> <td style="width: 33%;">_____</td> <td style="width: 33%;">(Retail</td> </tr> <tr> <td>Value\$ _____</td> <td>) _____</td> <td></td> </tr> <tr> <td>Second Prize</td> <td>_____</td> <td>(Retail</td> </tr> <tr> <td>Value\$ _____</td> <td>) _____</td> <td></td> </tr> <tr> <td>Third Prize</td> <td>_____</td> <td>(Retail</td> </tr> <tr> <td>Value\$ _____</td> <td>) _____</td> <td></td> </tr> </table> <p style="text-align: center; margin-top: 10px;">Drawing</p> <p>Will be held on _____ at _____</p> <p>p.m. _____ at _____</p> <p>_____ NJ _____</p>	First Prize	_____	(Retail	Value\$ _____	) _____		Second Prize	_____	(Retail	Value\$ _____	) _____		Third Prize	_____	(Retail	Value\$ _____	) _____	
First Prize	_____	(Retail																	
Value\$ _____	) _____																		
Second Prize	_____	(Retail																	
Value\$ _____	) _____																		
Third Prize	_____	(Retail																	
Value\$ _____	) _____																		

This is a sample ticket

COMPLETE THIS FORM AND ATTACH A COPY TO ALL THE APPLICATIONS

PLEASE INCLUDE ALL DETAILED INFORMATION ON THE SAMPLE TICKET

All this information must appear on the printed tickets

*Please note that this sample ticket is for guidance only*

**LEGALIZED GAMES OF CHANCE CONTROL COMMISSION**  
**(N.J.S.A. 5:8-1 & N.J.A.C. 13:47-1.1)**

**GENERAL INFORMATION**

The Legalized games of Chance Control Commission was established in 1954 to supervise the administration of the Bingo License Law and the Raffles Licensing Law and to adopt, amend and repeal rules and regulations governing the issuance and amendment of licenses.

**APPLICATIONS**

**The Municipal Clerk of the municipality in which you are holding the bingo or raffle must approve your license prior to the license being issued. You cannot begin any portion of the bingo or raffle prior to physically receiving your license from the Municipal Clerk.**

**When you have completed filling out the application, present it to the clerk of the municipality in which you want to hold the event, along with a valid registration certificate issued by the Legalized Games of Chance Control Commission. No application will be accepted with a copy of your registration certificate!**

**TO HOLD A BINGO:**

Submit One (1) signed notarized copy of the Application for Bingo License (form LGCCC 2B-A) with the Municipal Clerk. If the premises are to be rented, the organization must file a Statement of Landlord (form LGCCC 10-A) and a copy of the Lease Agreement attached to each copy of the application.

**TO HOLD A RAFFLE:**

Submit One (1) signed notarized copy of the Application for Raffle License, (form LGCCC 2R-A) with the Municipal Clerk. If the raffle equipment is to be leased, a certificate of the lessor (form LGCCC 13) must be attached to the application.

1. An applicant must present the organization's original registration form on which the identification number is shown at the time the license application is filed with the Municipal Clerk. Clerk will make a photo copy of said original.
2. A copy of the sample raffle ticket must be present with the application, if considered "Off-Premise" Raffle.
3. The licensing fees payable to: LEGALIZED GAMES OF CHANCE CONTROL COMMISSION, AS LISTED ON THE ATTACHED FORM

**4. Payment of Municipal Fees is equal to the amount charged by the LGCCC and are payable to:  
Township of Middle**

**LICENSE ISSUANCE**

**\*\* PLEASE NOTE – the application must be filed at least 3 weeks prior to the first scheduled game authorized\*\***

The Municipal Clerk will then (not less than 14 days after the meeting) issue to the applicant the required license.

**FOR FURTHER INFORMATION PLEASE REFERENCE THE STATUTES LISTED ABOVE OR  
CONTACT THE MUNICIPAL CLERK'S OFFICE AT (609) 465-8721**

**Report of Operations**

No later than the 15th day of the calendar month following the month in which a game of chance is conducted, the organization conducting the game and the member or members responsible for the conduct of the game must file a report of operation with the Commission. The report must include the gross receipts derived from each game; the expenses incurred and to whom such amounts were paid; the net profit from each game; the uses to which the net profit has been or will be applied; and a list of the prizes offered or given and the respective value of each.

**Fines and Penalties**

A violation of the bingo and raffles licensing laws or regulations carries a fine of up to \$7,500 for a first offense and up to \$15,000 for the second and each subsequent offense. In addition, the Commission is authorized to order restitution to an aggrieved party. All penalties may be collected in a summary manner pursuant to the Penalty Enforcement Act.

**Conclusion**

New Jersey non-profit organizations can successfully raise funds through bingo or raffles. However, if the organization does not adhere to the bingo and raffles licensing laws or the regulations, the penalty may wipe out any profits realized. Care should be taken, therefore, to understand and comply with all applicable laws and regulations.

The licensing fees payable to the Commission are:

*Top fees are the same*

1. Bingo: \$20.00 for each occasion on which any game or games of bingo are to be conducted under the license;
2. On-premises draw raffle for cash prizes (50/50) in excess of \$400.00 or merchandise prizes where the total combined retail value of prizes awarded is in excess of \$400.00: \$20.00 for each day on which a drawing(s) is to be conducted under the license;
3. On-premises draw raffle for cash prizes (50/50) that do not exceed \$400.00 or merchandise prizes where the total combined retail value of prizes awarded does not exceed \$400.00: no licensing fee. In the event the retail value of the prize(s) offered or awarded exceeds \$400.00 in a raffle in which it was anticipated that the retail value would not exceed \$400.00, the licensee shall submit a check or money order made payable to the Legalized Games of Chance Commission in the amount of \$20.00 at the time of filing the report of operations required by N.J.A.C. 13:47-9 and if required, provide the licensing municipality with any additional fees due, together with a copy of the Report of Raffle Operations;
4. Off-premises draw raffle awarding merchandise as a prize: \$20.00 for each \$1,000 or part thereof of the retail value of the prize(s) to be awarded;
5. Carnival games or wheels: \$20.00 for each game or wheel held on any one day, or any series of consecutive days not exceeding six at one location;
6. Off-premises cash (50/50) raffle: a \$20.00 fee shall be paid at the time the application is filed. In the event the awarded prize exceeds \$1,000, then an additional fee of \$20.00 for each \$1,000 or part thereof in value of the awarded prize in excess of \$1,000 shall be forwarded to the Control Commission by check payable to the Legalized Games of Chance Control Commission together with the Report of Operations as required by N.J.A.C. 13:47-9 and if required, any additional fees due, together with a copy of the Report of Raffle Operations shall be provided to the licensing municipality;
7. Special door prize raffle: no fee is payable and no license is required, provided the merchandise is wholly donated, has a total retail value of less than \$50.00, and the raffle is conducted in accordance with N.J.A.C. 13:47-3.11 and 8.15;
8. Calendar raffle awarding cash or merchandise as a prize: \$20.00 for each \$1,000 or part thereof of the retail value of the prize(s) to be awarded.
9. Instant raffle games awarding cash or merchandise as a prize: i. \$20.00 for each day on which instant raffle tickets are sold or offered for sale; or ii. \$750.00 for a one-year license to sell, or to offer for sale, instant raffle tickets during that year.
10. Golf Hole-in-One Contest: \$20.00 for each \$1,000 or part thereof of the retail value of the ancillary prizes offered.
11. Armchair race: \$50.00 per licensed day of operation.
12. Casino Night: \$100.00 for each day of operation.