



Village of Rantoul
333 South Tanner St.
Rantoul, Illinois 61866
(217) 892-6802

To: Raffle License Applicants

Re: Procedure for Processing Raffle License Application

- I. A Raffle License may be issued to not-for-profit or nonprofit organizations such as but not limited to religious, charitable, educational, fraternal or veteran's organization as defined in Chapter 6, Section 6-174 of the Village Code.
- II. Applications should be submitted to the Village Clerk's office for processing.
- III. A bond in the sum of \$1,000 is required unless a waiver is requested (see attached letter).
- IV. Fees for a raffle that is has one drawing for prizes on a specific date:
 1. Where the retail value of all prizes given is \$1,000 and below - \$5.00
 2. Where the retail value of all prizes given is greater than \$1,000 - \$10.00
- V. Fees for a license for a specified number of raffles to be conducted during a specified period not to exceed one year :
 1. Where the retail value of all prizes given is \$1,000 and below - \$50.00
 2. Where the retail value of all prizes given is greater than \$1,000 - \$75.00
- VI. Records for raffles are to be kept for three years after the date of the raffle.

If you have any questions please contact Janet Gray at 892-6802 or jgray@village.rantoul.il.us.



Village of Rantoul
333 South Tanner St.
Rantoul, Illinois 61866
(217) 892-6802

RAFFLE LICENSE APPLICATION

ORGANIZATION INFORMATION

Organization Name _____

Organization Address _____

Organization Phone Number (____) _____ Number of Members _____

Not-For-Profit Organization is:

Religious Charitable Business Educational
Fraternal Veterans Labor Other

Date Organization founded or incorporated _____

Names and Address of Officers and Directors

President _____

Vice President _____

Secretary _____

Treasurer _____

Director _____

Director _____

Director _____

APPLICANT INFORMATION

Applicant Name _____

Position/Office in Organization _____

Applicant Address _____

Office Phone (____) _____ Cell Phone (____) _____

Email _____

Signature _____ Date _____

RAFFLE PRIZES

Prizes to be offered _____

Retail value _____ Price of ticket _____

Dates of raffle Start _____ End _____

Location where tickets will be sold _____

Time, place, drawing date(s) and manner for selecting winner (s) _____

Persons selling tickets _____
(All must be members of the organization and over 18 years of age)

Raffle manager's name and address _____

Use of net proceeds from raffle _____

Location where raffle records will be stored for three (3) years after the termination of the raffle: _____

BOND REQUIREMENT

The manager shall give a fidelity bond in the sum of \$1,000.00 or such other amount as is equal to the aggregate retail value of all prizes given in any single raffle, whichever sum is greater, in favor of the organization conditioned upon the honesty of such manager in the performance of his duties of such manager. Terms of the bond shall provide that notice shall be given in writing to the Village Clerk not less than 30 days prior to its cancellation. The village clerk may waive this bond requirement by including a waiver provision in the license issued to an organization, provided that a license containing such waiver provision shall be granted only after a three-fourths vote to do so by the governing body of the licensed organization.

Copy of bond attached Yes No

Copy of Waiver Letter attached Yes No

AFFIDAVIT

I swear that that this application complies with all respects with the requirements of the Village of Rantoul Code, and that this organization is qualified and eligible to obtain the license applied for herein.

I swear that I will not violate any of the laws of the State of Illinois or of the United States of America or the ordinances of the Village of Rantoul in the conduct of the place of business described herein and that the statements contained in this application are true and correct and are made for the purpose of inducing the Village of Rantoul to issue the license herein applied for.

Applicant's Signature

Title

Subscribed and sworn to before me this _____ day of _____, _____.

(Notary Public)

TO BE COMPLETED BY VILLAGE

INSPECTION COMPLETED Yes No Date _____

FEE SUBMITTED Yes No Date _____

APPROVED BY THE VILLAGE CLERK OF RANTOUL, ILLINOIS

License No. _____ issued this _____ day of _____, _____

SAMPLE LETTER

Date

Clerk
Village of Rantoul
333 S. Tanner St.
Rantoul, IL 61866

Re: Raffle License

Dear Clerk,

The _____ requests a waiver of the bond requirement for the Raffle license for a raffle from date to date .

Sincerely,

Name
Officer/Position in Organization