



Public raffle guidelines

Planning to hold a raffle?

A raffle is a great way to raise money and raise awareness of our services. Whether you are planning a small raffle at an event in your home or workplace, or planning a larger raffle and will be selling tickets in the run up to your event, please note that there are some rules governing raffles, which are determined by the Lotteries and Amusement Act 1976 which need to be taken into consideration when planning your raffle.

Running a raffle on the day of your event

A raffle run on the day of an event is classed as a small lottery and as such does not have to be registered with a local authority or gaming board. However, some conditions do have to be met.

They are as follows:

- the raffle should not include any cash prizes
- the sale and issue of tickets and the announcement of the winners must take place on the evening of the event
- the total sum of brought prizes on offer should not exceed £250, however, donated prizes in excess of £250 are acceptable
- you can offer alcohol as a prize if your event is taking place on licensed premises

We recommend that you buy a book of cloakroom tickets, which can either be sold individually or as a strip of five.

Pre-promoted raffles and lotteries

Due to a change in the law, only Societies, not individuals, can promote and sell tickets in advance of the draw date by registering the raffle with a local authority. Please contact your local authority to register your raffle and request all relevant paperwork, including the Gambling Act 2005. You will also need to issue printed tickets in line with the Gambling Act terms and conditions.

If you have any questions regarding this, please contact your Area Fundraiser:

Scotland	fundraisingscotland@breastcancercare.org.uk or 0845 092 0830
London & South	fundraisingsouth@breastcancercare.org.uk or 020 7960 3478
North & Midlands	fundraisingnorth@breastcancercare.org.uk or 0114 263 6471
Wales	fundraisingcymru@breastcancercare.org.uk or 029 2023 4073

Ticketing and advertising your raffle

Each ticket and advertisement for your raffle must state the following:

- The price of a ticket – this should not exceed £2.
- The name of the charity, along with the registration number.
- That the lottery is registered with a local authority along with the name and address of the local authority.
- The name and address of the promoter
- The date of the draw

Example ticket:

<p>04897</p> <p>The Mrs Smith Breast Cancer Care Charity Raffle - £2</p> <p>Name</p> <p>Address.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>Tel.....</p> <p>Cash, counterfoils and unsold ticket to be returned to the promoter by December 15, 2007</p>	<p>04897</p> <p>The Mrs Smith Breast Cancer Care £2</p> <p>Charity Raffle 2007</p> <p>Over 20 Prizes worth in total more that £3,000 Including:</p> <ul style="list-style-type: none"> • Holiday for two in Spain donated by xxxxxx <ul style="list-style-type: none"> • Pamper yourself day at XXXX Spa • £50-£100 worth of gift vouchers from xxxx, xxxx, & xxxx <ul style="list-style-type: none"> • A xxxxxx pre-pay mobile phone • Luggage from xxxx <p><i>Draw will take place on Saturday 16th December 2007 at The Old Church Hall, London, SE15 3FS</i></p> <p>ALL PROCEEDS WILL BE DONATED TO BREAST CANCER CARE</p> <p>Registered Charity No. 1017658 Promoter: <i>Mrs Smith, 31 Burling Road, London, SE14 8SR</i> Raffle registered under Lotteries and Amusements Act 1976 with London Borough of Hammersmith and Fulham</p>
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Tickets cannot be sold:

- To, or by anyone under 16.
- In the street or house to house.
- In any Licensed Betting Office or any premises used wholly or mainly for providing amusements with prizes and/or slot machines or in any bingo or gaming club.

A ticket can only be sold when the money for the ticket is paid upfront and in full. There can be no refunds under any circumstances.

Tickets bearing the Breast Cancer Care name or logo must be approved prior to printing and distribution. Please send a proof to fundraising@breastcancercare.org.uk for approval.

As long as you follow these simple rules regarding public raffles you will find the challenge of getting prizes donated and running the event, fun and rewarding.