State of Wisconsin
Department of Administration
Division of Gaming
DOA-11628 (7/2015)
Ch. 563, Wis. Stats.

www.doa.wi.gov

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Annual Raffle Renewal Application and Activity List

This Form Is To Be Completed And Mailed To Our Office **Not More Than 60 Days** Before The Expiration Of Your Raffle License.

Section A: Identity of Organization – This section must always be completed.

Section B: Renewal – If you wish to renew your raffle license you must complete this section. If you are not renewing your raffle license, but are filing an activity list from the previous year, please complete Sections A and C only.

Section C: Activity – If you held a raffle license, you must file your activity information, even if you did not hold a raffle. Calendar raffles dates are listed on the same form but separately from other raffles. "Calendar raffle" means a raffle for which you had printed calendars with special dates marked for raffle drawings. Only one calendar raffle per year is permitted with a Class A license.

Please Type or Print Clearly

Section A: Must be completed by anyone who completes any part of this form

1. Organization Name	2. License Number to be Processed
3. Organization Mailing Address	4. Our organization wishes to renew for the next year. Yes ☐ No ☐
City ZIP Code County , WI	If yes, submit a **$25** check made payable to: **Dept. of Administration - Gaming**

Section B: Renewal of Raffle License

☐ **Check box if mail should go to Designated Member's mailing address**

5. Name of Designated Member Responsible for Raffle Events	6. Signature of Designated Member Assuming Responsibility for Lawful Conduct of Raffles Under Ch.563.91, Wis. Stats. Signature Date(mm/dd/ccyy)	
Address		
City State ZIP Code , WI	Daytime Phone Number & EXT ( )	Alternate Phone Number ( )
7. Email Address		
8. Name of an Officer of the Organization Other Than the Person in #5	Daytime Phone Number & EXT ( )	Alternate Phone Number ( )

Check List – Please Review the Items Prior to Final Submission

☐ Review all sections to ensure answers have been provided and sign the application.
NOTE: Incomplete applications will not be processed and will be returned

☐ Review the activities listed to ensure it is accurate and signed.

☐ Enclose **$25** check or money order payable to: **Dept. of Administration–Gaming**
(Payment Must Accompany Application – DO NOT FAX)

Please allow 4 weeks for processing.

Do Not Write In This Space

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Section C: Activity List

All raffle drawings held during your raffle license year must be listed on this form, pursuant to Ch. 563.91, Wis. Stats., no later than the expiration date stated on your license. Duck races should be listed in Section C, #2. Calendar Raffles should be listed in Section C, #3.

1. Raffle Dates/Number of Raffles Held – Other than Calendar Raffles (Attach additional sheet(s) as needed.)

☐ If your organization **did not** conduct any raffles during your last license year, please check the box and move to number 5.

Drawing Date Mo/Day/Year	# of Raffles	Drawing Date Mo/Day/Year	# of Raffles	Drawing Date Mo/Day/Year	# of Raffles	Drawing Date Mo/Day/Year	# of Raffles
Total		**Total**		**Total**		**Total**	

2. Duck Race – Please enter the dates and number of races for all Duck Races held under this license.

Date _____ #_____ Date _____ #_____ Date _____ #_____

3. Calendar Raffle – A unique type of Class A raffle in which a calendar is printed with special dates marked for each raffle drawing.

Start Date: _____ End Date: _____

4. Grand Total for all raffles held under this license (Section C. #1, #2 and #3).

Total Number of Raffles (#1 & #2) _____ Calendar Raffle (#3) _____

5. Name and address of member responsible for raffle activity listed.

Name_____

Address_____

_____

Daytime Phone Number_____

I certify that I am responsible for the raffle numbers listed on this form

_____ _____

Signature Date (mm/dd/ccyy)

Pursuant to Ch. 563, Wis. Stats., all raffles in Wisconsin must be licensed. This list is to ensure that a valid license was in place or shall be in place to cover all raffle activities.