State of Wisconsin Department of Administration Division of Gaming DOA-11629 (R12/2018) Ch. 563, Wis. Stats. www.doa.wi.gov

Diagon Tumo or Drint Clearly



MAIL TO: Division of Gaming Office of Charitable Gaming P. O. Box 8979 Madison, WI 53708-8979 (608) 270-2552 (800) 791-6973 Fax (608) 270-2564 DOADOGCharitableGaming@wisconsin.gov www.doa.wi.gov/divisions/gaming/charitable-gaming

# **Original Raffle License Application**

1. Organization Name	3. License Type Desired (check o	ne) - Definition on Reverse Side
	🗌 Class A 🛛 🗌 Class B	
2. Organization Mailing Address	4. Organization Type (check one) - Definition on Reverse Side	
	Religious	Fraternal
City ZIP Code County	Charitable	U Veteran
, WI	Service	
5. Date Organized or Chartered (mm/dd/ccyy) / /	Organizations to Whom Contributions are Tax Deductible (Submit Copy of IRS Letter of Determination, 501(c)(3))	
6. Describe the Community Activities in Which Your Organization has Participated. Attach a separate sheet if necessary.		
Check box if mail should go to Designated Member's mailing address		
7. Name of Designated Member Responsible for Raffle Events	<ol> <li>Signature of Designated Member Assuming Responsibility for Lawful Conduct of Raffles Under Ch.563, Wis. Stats.</li> </ol>	
Address		
Address		
	Signature	Date(mm/dd/ccyy)
City State ZIP Code	Daytime Phone Number & EXT	Alternate Phone Number
, WI	( )	( )
9. Email Address		
10. Name of an Officer of the Organization Other Than the	Daytime Phone Number & EXT	Alternate Phone Number
Person in #7	( )	( )
Check List - Please Review, Complete and Attach These Items P	rior to Final Submission.	Do Not Write In This Space
<ul> <li>Review the definitions on the reverse side of the application to</li> <li>Review all sections to ensure answers have been provided and</li> <li>Submit the organization's complete Articles of Incorporation ar and/or Charter – <u>see reverse side</u> for Special Documentation</li> <li>If contributions to the organization are tax deductible, submit the 501(c)(3), Letter of Determination.</li> </ul>	d sign the application. nd Bylaws, Constitution n Requirements.	
Enclose \$25 check or money order payable to: Department of (Payment <u>Must</u> Accompany Application – DC)	-	
	D NOT FAX)	

An organization conducting both Class A **and** Class B raffles must obtain a license for each type of raffle. Please submit a separate application and fee for each class of license desired to the Office of Charitable Gaming. This application may be reproduced. Do not collate or staple multiple applications into one.

See Reverse Side of Application for Definitions

## Application Definitions

## License Type

#### **Class A Raffle License**

The license type required to conduct a raffle in which some or all of the tickets for that raffle are sold on days other than the same day as the raffle drawing.

#### **Class B Raffle License**

The license type required to conduct a raffle in which all of the tickets for that raffle are sold on the same day as the raffle drawing.

### A Local Organization that is:

- **Religious** An established religious institution or group thereof. If not, additional background information is requested.
- **Veteran** An established group of past participants in the United States Armed Forces. If not, additional background information is requested.
- **Fraternal** An organization with a representative form of government that (1) operates under the lodge system with a ritualistic form of work; (2) is organized to promote the payment of life, sickness, accident or other insurance benefits to its members; and (3) is organized to carry on some worthy civic or service purpose.
- Service An organization which has, as a minimum, the benefit, the growth and the general welfare of the community as one of its principle purposes. You will need to provide proof of service to the community. This category includes a labor organization or county political party, but excludes a trade association, a social club, a political action committee or any candidate's campaign.
- **Charitable** Provide copy of Charitable Certificate of Registration issued from the State of Wisconsin.
- **501(c)(3)** Internal Revenue Service 501(c)(3) Determination Letter stating that contributions to your organization are deductible for income tax purposes.

**Special Documentation Requirements:** Provide all supporting documents listed on check list held by your organization.

Your documentation requested on the check list needs to include a clearly defined purpose statement of what your group does and who you provide support to; and a dissolution clause, what will happen to your remaining assets if/when your group were to/does disband. You may be required to provide more information if your documentation is unclear.

- **Schools** Provide letter from the school district or principal authorizing raffle fundraising and allowing of minors to participate (this does NOT include PTA's, PTO's, or other groups associated with but not part of a school).
- **Colleges** Provide letter from a school administrator acknowledging sub group as part of the parent institution, this does not include fraternities.
- **Churches** If you are unable to locate the documents on page 1 in the check list, provide current worship bulletin.
- **Snowmobile/ATV Clubs** Provide a letter from a county official showing proof of construction and maintenance of trails for public use and the documentation listed on page 1 in the check list.

**Qualified Organizations** must be "**local**" as defined in Ch.563.907, Wis. Stats.: (2) "Local organization" means an organization whose activities are limited to this state or to a specific geographical area within this state; and, as required in Ch.563.907, Wis. Stats., must be in existence for at least one year immediately preceding its application or belong to a state or national organization that has been in existence for at least three years.