



RAFFLES

Policy number	GO 26
Subject	Raffles
Policy	Girl Guides Victoria permits Managers, or supporting groups, to use a raffle as a means of raising funds for Guiding, provided the conditions in this policy are strictly adhered to.
Principles	Raffles can only be run by organisations that have been declared by the Victorian Commission for Gambling and Liquor Regulation. Girl Guides Victoria is committed to ensuring that all legal requirements for activities undertaken by volunteers and all those associated with GGV are fulfilled.
Procedures	<p>The following rules must be adhered to:</p> <ol style="list-style-type: none">1. Guides, Leaders or Managers do not take part in organising or conducting a raffle.2. Any lay members who object to any such enterprise on moral or other grounds, are not expected to take part.3. All legal requirements are observed, including those laid down by the Victorian Commission for Gambling and Liquor Regulation. Briefly, these are:<ol style="list-style-type: none">a. Only goods may be raffled - cash orders, stocks and shares are not permitted as prizes.b. No person under the age of 18 years may sell tickets.c. Tickets can be sold in the organising committee's own area only.4. The organising committee will personally carry the responsibility both financially and legally.5. If the prize is valued at \$5,000 or less, there is no need for an application to be made with the Victorian Commission for Gambling and Liquor Regulation. However, permission must be granted by the Chief Executive Officer of Girl Guides Victoria.6. The organiser(s) sign the attached Letter of Indemnity and return it to the CEO at GGV via email ceo@guidesvic.org.au. On receipt of that form, duly completed, Guide Centre Victoria will return the bottom portion of the letter. If the prizes being offered are over \$5000, the forms necessary to acquire a permit can be obtained from the Victorian Commission for Gambling

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	<p>and Liquor Regulation, http://www.vcglr.vic.gov.au/ (Phone 1300 182 457). The organiser(s) sends the following to the Victorian Commission for Gambling and Liquor Regulation, GPO Box 1988R. Melbourne VIC 3001:</p> <ol style="list-style-type: none"> 1. Application Form duly completed. 2. Letter of Approval from Girl Guides Victoria. 3. Fee payable.
Related policies	GO-25 Fundraising at Bingo Nights

Version Information

Version Number	Content Updated	Person Responsible	Date Updated
1.2	Form details updated New policy formatting Version Control section added	P&P	March 2020
1.0	Original		October 2016



RAFFLES

APPLICATION TO HOLD RAFFLE/BINGO FOR FUNDRAISING PURPOSES

I (we) the undersigned being a member(s) of (Unit/District/Region/Group): are about to conduct one or more raffles/bingo nights for, or in aid of, Girl Guides Victoria, in consideration of the Association agreeing to permit such raffles/bingo nights to be conducted hereby undertake to indemnify the said Association against any loss or liability or irregularity occurring or arising as a result of an act, deed or omission of the said organizing committee or any of its members in the conduct of such raffles/bingo nights.

The prizes being offered are valued at: \$

Table with 3 columns and 4 rows for Name, Position, Signature, and Date.

I, Region Leader/District Leader for:

Am satisfied that the proposed raffles/bingo nights in aid of:

will be conducted in accordance with the conditions specified by the Raffles and Bingo Permits Board and the Raffles and other policies of Girl Guides Victoria.

Name: Position:

Signature: Date:

Please email to the CEO, Girl Guides Victoria, ceo@guidesvic.org.au

GGV OFFICE USE ONLY

Permission is given for:

To hold a raffle in aid of:

No further application is necessary, on the condition that the prizes being offered are valued at less than \$5,000.

Name: Position: CEO Girl Guides Victoria

Signature: Date: