



## RAFFLES

Girl Guides Victoria permits GGV managers, or a supporting group, to use a raffle as a means of raising funds for Guiding, provided the following conditions are strictly adhered to:

1. That Guides, Leaders or Commissioners do not take part in organising or conducting a raffle.
2. That any lay members who object to any such enterprise on moral or other grounds, are not expected to take part.
3. That all legal requirements are observed, including those laid down by the Victorian Commission for Gambling and Liquor Regulation. Briefly, these are:
  - 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. That 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 still be granted by the Chief Executive Officer (CEO) of Girl Guides Victoria.**

The following procedure should be followed:

1. The organiser(s) sign the attached Letter of Indemnity and return it to the CEO at GGV via email [ceo@guidesvic.org.au](mailto:ceo@guidesvic.org.au). On receipt of that form, duly completed, Guide Centre Victoria will return the bottom portion of the letter.
2. If the prizes being offered are over \$5000, the forms necessary to acquire a permit can be obtained from the Victorian Commission for Gambling and Liquor Regulation, <http://www.vcglr.vic.gov.au/> (Phone 1300 182 457).
3. The organiser(s) sends the following to the Victorian Commission for Gambling and Liquor Regulation, GPO Box 1988. Melbourne VIC 3001:
  - a. Application Form, duly completed.
  - b. Letter of Approval from Girl Guides Victoria.
  - c. Fee payable.



RAFFLES

APPLICATION TO HOLD RAFFLE/BINGO FOR FUNDRAISING PURPOSES

DATE: ..... 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 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 Amanda Kelly, [coo@guidesvic.org.au](mailto:coo@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: Amanda Kelly Signature: .....

Position: COO Girl Guides Victoria Date: .....