



## 2024 CHARITABLE RAFFLE LICENSE APPLICATION

Office of the City Clerk - Business Services  
150 West Jefferson Street  
Joliet, Illinois 60432  
Office 815-724-3905 Fax 815-724-3904  
Email: [businessservices@joliet.gov](mailto:businessservices@joliet.gov)  
Website: <http://www.joliet.gov>

### Office Use Only:

Date Received: \_\_\_\_\_

Date Issued: \_\_\_\_\_

**PLEASE COMPLETE THE ENTIRE FORM AND PRINT LEGIBLY. Incomplete forms will be returned.** Complete application packets must be submitted no less than four (4) weeks before the event.

### **CONTACT INFORMATION**

Organization Name: \_\_\_\_\_

Organization Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Organization Phone Number: \_\_\_\_\_

Raffle Manager Name: \_\_\_\_\_

Raffle Manager Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

### **RAFFLE INFORMATION**

Purpose of Raffle: \_\_\_\_\_

Areas within the city in which raffle chances will be sold or issued: \_\_\_\_\_

Time period during which the raffle chances will be sold or issued:

Beginning: \_\_\_\_\_ Ending: \_\_\_\_\_

Location of drawing in City of Joliet (provide street address and business name):

Date and time of drawing: \_\_\_\_\_

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Price of raffle chance: \_\_\_\_\_

Maximum number of chances available: \_\_\_\_\_

Aggregate retail value of all prizes to be awarded: \_\_\_\_\_

Maximum retail value of each prize to be awarded in a single raffle (use additional sheets if needed):  
\_\_\_\_\_  
\_\_\_\_\_

Are the entire net proceeds of the raffle exclusively devoted to the lawful purposes of the organization permitted to conduct the raffle? Yes: \_\_\_\_\_ No: \_\_\_\_\_

Is the raffle manager a bona fide member of the organization permitted to conduct the raffle? Yes: \_\_\_\_\_ No: \_\_\_\_\_

Is any person receiving any remuneration or profit for participating in the management or operation of the raffle? Yes: \_\_\_\_\_ No: \_\_\_\_\_

Are chances sold on-line? Yes: \_\_\_\_\_ No: \_\_\_\_\_ If yes, complete the following as it relates to the organization in possession of the computer servers providing hosting services:

Contact Name: \_\_\_\_\_

Contact Street Address (no P.O. Boxes): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

List the URL of all websites at which the raffle chances may be purchased: \_\_\_\_\_  
\_\_\_\_\_

### **ORGANIZATION INFORMATION**

Check type of organization (All that apply and include copy of Bylaws or Constitution):

Chamber: \_\_\_\_\_ Charitable: \_\_\_\_\_ Educational: \_\_\_\_\_ Fraternal: \_\_\_\_\_

Labor: \_\_\_\_\_ Non-Profit: \_\_\_\_\_ Religious: \_\_\_\_\_ Veterans: \_\_\_\_\_

Date of incorporation: \_\_\_\_\_ Length of time in the City of Joliet: \_\_\_\_\_

Number of members residing within the Joliet corporate limits: \_\_\_\_\_

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Type of license being requested (select one of four):

- \_\_\_\_\_ **Class 1** (Annual license fee \$10.00)  
Conducting multiple raffles by a single applicant during a calendar year  
Aggregate retail value of prizes of single raffle not to exceed \$5,000  
Aggregate retail value of prizes during calendar year not to exceed \$50,000  
Maximum retail value of any prize not to exceed \$2,500  
Sales of chances in person or on-line and winners shall be determined by manual selection
- \_\_\_\_\_ **Class 2** (Annual license fee \$10.00)  
Single raffle with chances sold within one (1) year  
Prizes awarded on the date determined  
Aggregate retail value of all not to exceed \$50,000  
Sales of chances in person or on-line and winners shall be determined by manual selection
- \_\_\_\_\_ **Class 3** (Annual license fee shall be 0.5% of aggregate retail value of prizes)  
Single raffle with chances sold within one (1) year  
Prizes awarded on the date determined  
Maximum raffle chance not to exceed \$1,000  
Aggregate retail value of all prizes not to exceed \$250,000  
Sales of chances in person or on-line and winners shall be determined by manual selection
- \_\_\_\_\_ **Class 4** (Annual license fee shall be 1.0% of aggregate retail value of prizes)  
Single raffle with chances sold within four hundred (400) days  
Prizes awarded on the date determined  
Maximum price of raffle chance shall not exceed \$1,000  
Aggregate retail value of all prizes not to exceed \$250,000,000  
Sales and purchase of chances on-line and winners shall be determined by manual or electronic selection

### **ADDITIONAL INFORMATION TO BE PROVIDED**

- Current copy of a state issued identification card for the Raffle Manager.
- Completed and signed "Affidavit".
- Copy of organization's Bylaws, Constitution or Incorporation.
- Fidelity Bond (twice the aggregate retail value of the prizes to be awarded) or completed "Request for Waiver of Raffle Manager's Bond" form

I have read, understand, agree and will fully comply with the Chapter 18 Licenses and Business Regulations Article XX Charitable Raffles of the Joliet Municipal Code.

\_\_\_\_\_  
Raffle Manager (Print)

\_\_\_\_\_  
Raffle Manager (Signature)

Date: \_\_\_\_\_

**AFFIDAVIT**

**STATE OF ILLINOIS** )  
 ) **SS**  
**COUNTY OF WILL OR KENDALL** )

We hereby swear that all of the foregoing statements are true and correct to the best of our knowledge and belief.

We hereby swear that those involved in the conduct of the said raffle will not violate any of the Ordinances of the City of Joliet, the statues of the State of Illinois or the Laws of the United States of America in the conduct of the raffle described herein.

The undersigned hereby acknowledges that we have read and understand fully all provisions as set forth in Chapter 18 Licenses and Business Regulations Article XX Charitable Raffles of the City Code and that we will fully abide the same.

We hereby swear that the Applicant/Organization is a bona fide chamber, charitable, educational, fraternal, labor, non-profit, religious or veterans organization as defined which operates without profit to its members and which has been in existence continuously for a period of five (5) years immediately before making application for a license and has had during that entire five (5) year period bona fide membership engaged in carrying out its objectives.

We also hereby swear that said Raffle License is not being requested to be issued to any of the following:

- (a) Any person who has been convicted of a felony;
- (b) Any person who is or has been a professional gambler or gambling promoter;
- (c) Any person who is not of good moral character;
- (d) Any firm or corporation in which a person defined in (a), (b), or (c) has a proprietary, equitable or credit interest, or in which such a person is active or employed;
- (e) Any organization in which a person defined in (a), (b), or (c) is an officer, director or employee, whether compensated or not;
- (f) Any organization in which a person defined in (a), (b), or (c) is to participate in the management or operation of a raffle;
- (g) Any person or organization that has failed to pay a raffle license fee as required by this article or that has a claim pending under a manager's bond

It is further understood that any person, firm or corporation found guilty of violating any provision of this Ordinance shall be punished by a fine not to exceed seven hundred fifty dollars (\$750.00).

Sworn to this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

President \_\_\_\_\_ Secretary \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

\_\_\_\_\_  
Notary Public

## REQUEST FOR WAIVER OF RAFFLE MANAGER'S BOND

The \_\_\_\_\_  
(exact name of applicant organization) hereby requests that the City of Joliet waive the requirement for the Raffle Manager's Bond in connection with the raffle for which attached application is made. We, the undersigned, being the Presiding Officer and the Secretary of the aforesaid organization, do hereby attest to the fact that on \_\_\_\_\_ (meeting date), by unanimous vote, the members of said organization have requested and agreed to such waiver.

\_\_\_\_\_  
Presiding Officer (Print)

\_\_\_\_\_  
Secretary (Print)

\_\_\_\_\_  
Presiding Officer (Signature)

\_\_\_\_\_  
Secretary (Signature)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

\_\_\_\_\_  
Notary Public