

TOWNSHIP OF PENNSVILLE

Checklist for Raffles

New Jersey Legalized Games of Chance Control Commission (LGCCC) has final say on all determinations for games of chance. Pennsville Township acts as a liaison to the LGCCC, but cannot contest any denial, time restraint or fee the LGCCC institutes.

<input type="checkbox"/>	<ul style="list-style-type: none"> • All Applications must be submitted 5 (five) weeks prior to your event <ul style="list-style-type: none"> ○ Date Submitted _____
<input type="checkbox"/>	<ul style="list-style-type: none"> • Contact information for application (<i>please list contact who will be responsible for problems and pickup of license</i>) <ul style="list-style-type: none"> Name _____ Email _____ Phone _____ Organization _____
<input type="checkbox"/>	<ul style="list-style-type: none"> • Application must be submitted in quadruplicate (4 copies) <ul style="list-style-type: none"> ○ Each copy of the application must contain at least two (2) original signatures ○ Each copy of the application must contain an original notary seal
<input type="checkbox"/>	<ul style="list-style-type: none"> • Copy of valid Registration card issued by the LGCCC <ul style="list-style-type: none"> ○ Must be valid through the date of your raffle License Number _____ Expiration Date _____
<input type="checkbox"/>	<ul style="list-style-type: none"> • Date of Raffle _____
<input type="checkbox"/>	<ul style="list-style-type: none"> • Type of Raffle (50/50, Gift Auction, Calendar, Bingo, etc.) _____
<input type="checkbox"/>	<ul style="list-style-type: none"> • Is the Raffle On Premise or Off Premise (Please choose one) <ul style="list-style-type: none"> <input type="radio"/> On Premise -Tickets will only be sold at the event and Winner must be present to receive prize <input type="radio"/> Off Premise -Tickets can be sold prior to the event and Winner does not need to be present to receive prize
<input type="checkbox"/>	<ul style="list-style-type: none"> • Sample ticket needs to be provided if the raffle is Off Premise
<input type="checkbox"/>	<ul style="list-style-type: none"> • Check for fees payable to Legalized Games of Chance Control Commission (LGCCC) <ul style="list-style-type: none"> ○ For fee schedule, please visit http://www.njconsumeraffairs.gov/lgcc/Pages/licensefees.aspx ○ Common games of chance and corresponding fees are attached Check Number _____ Amount _____ <ul style="list-style-type: none"> • Check for fees payable to Pennsville Township <ul style="list-style-type: none"> ○ Ten Dollars (\$10) for each application Check Number _____ Amount _____

Helpful Hints

- ❖ For more information, visit <http://www.njconsumeraffairs.gov/lgcc/Pages/default.aspx>
- ❖ Registration with the LGCCC allows the privilege of holding a game of chance. Each game must be applied for and licensed with the town where the game is to be held.
- ❖ An organization must apply with the LGCCC to obtain a registration.
 - Must be a "Qualified Organization"
 - A bona fide organization or association of veterans, religious congregation, religious organization, charitable organization, educational organization, fraternal organization, civic and service club, officially recognized volunteer fire company, officially recognized first aid squad, officially recognized rescue squads and senior citizens association or club.
- ❖ A Raffle Report of Operations must be submitted to the LGCCC no later than the 15th day of the calendar month immediately following the date of the licensed activity.
 - Failure to file this report will result in future applications being denied.
 - The form can be found at <http://www.njconsumeraffairs.gov/lgcc/Pages/applications.aspx>