



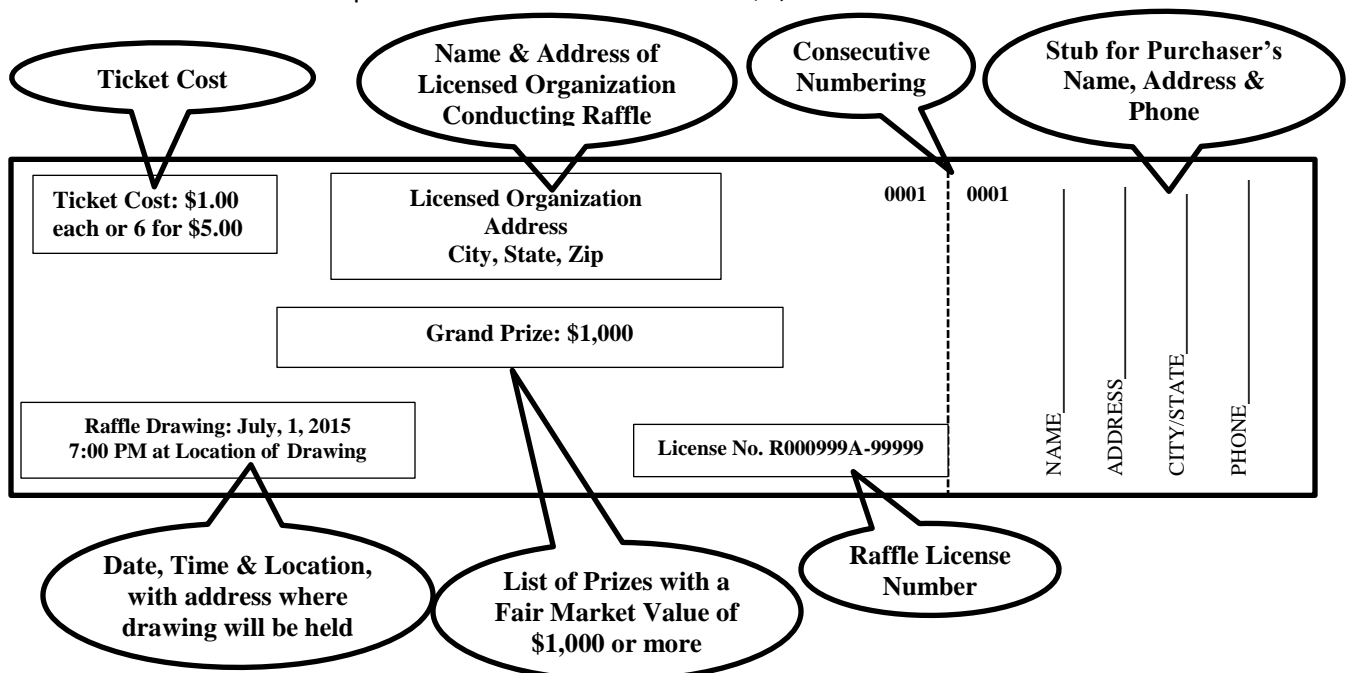
The Conduct of Raffles Under a Class A License

General Class A Guidelines: (563.93 The conduct of raffles under a Class A license.)

- An organization may conduct single container raffles, a calendar raffle, or plastic rubber duck race raffles.
- Some or all of the tickets must be sold on days other than the date of the drawing.
- Tickets must be preprinted with all required information. See Class A ticket requirements and sample below.
- Provide the purchaser with their portion of the ticket prior to the drawing.
- Renewals are to be filed each year, with \$25 and information regarding raffles held during the previous license year.
- A raffle ticket may not be resold.

Class A Ticket Requirements: (563.93(1m))

- All tickets and calendars must be identical in form and include:
 - The organization’s raffle license number.
 - The name and address of the licensed organization.
 - The price of the ticket or calendar, including the discounted price; 1 ticket for \$5, 4 for \$15, or 8 for \$30.
 - A place for the purchaser to enter their name, address, and phone number.
 - The date, time, and location of the drawing, including address.
 - Consecutive numbering is required on all tickets or calendars. Ticket and stubs must have matching numbers.
 - Must list prizes with a fair market value of \$1,000 or more.



Calendar Raffles:

- Calendar raffles require approval from our office prior to printing as the requirements are much more specific than a standard Class A raffle ticket. The information may be found on our website below or by calling the number listed below.

Other Important Information:

- You may not require the purchaser to be present to win. You may not offer a secondary prize if the winner is present. The prize listed is the prize that is given to the winner.
- Raffle tickets are not tax deductible and the purchase price of a raffle ticket is not a donation.
- “Early Bird” drawings are not legal. A raffle ticket allows you entry into one single drawing.
- Progressive raffles are not legal.
- All drawings must be held in public. You cannot require an entry fee into an event for a purchaser to witness a drawing.
- Prizes with legal restrictions require a disclaimer regarding age and/or felony convictions. (563.93(2g)(a))
- A Class A raffle license is only valid for Class A raffles; if you wish to conduct Class B raffles you will need to file an Original Raffle license application requesting a Class B raffle license.
- Raffle license numbers are not given out over the phone for printing raffle tickets or for filing renewals. It is the responsibility of the organization to keep track of their raffle license.
- A raffle license is issued for the exclusive use of a qualified organization. All raffles conducted under their license are their responsibility.
- All profits raised are required to be used for the licensed organization’s purpose in Wisconsin.
- An organization may not loan their license to an individual or business.

Duplicate Raffle License & Name Changes:

- If you lose your raffle license, you may request a duplicate license by completing the “Duplicate Raffle License” form found on our website and sending it in with the \$5 fee.
- To change the name of the designated member, file a renewal application and complete sections A and B. If you would like a copy of the license with the change, submit \$5.
- To file an organization name change, include the new name and other new information on the next renewal application. You will need to submit the name change documentation that was filed with the State of Wisconsin. There is no need to request a name change prior to renewal.

Records and reporting requirements have changed. Please see the “Recordkeeping and Reporting Requirements” informational sheet for specific information.

**STATE OF WISCONSIN
DEPARTMENT OF ADMINISTRATION
DIVISION OF GAMING
P.O. BOX 8979
MADISON, WI 53708-8979
(608) 270-2552
(800) 791-6973
(608) 270-2564 FAX**

www.doa.wi.gov/divisions/gaming/charitable-gaming

For complete information on the Statutes, please visit our website.