



100 Parkers Mill, Oswego, IL 60543
630-554-3259
license@oswegoil.org
Website: www.oswegoil.org

VILLAGE OF OSWEGO RAFFLE LICENSE APPLICATION

Application Information

- If the organization is located within a municipality, they do not need a Kendall County raffle permit
- Political organizations wanting to hold a raffle must contact the State Board of Elections

Type of Organization:

- Business Charitable Community Assoc. Educational
 Fraternal Labor Non-Profit Religious
 Veterans Voluntary Organization

Organization Name: _____

Organization Address: _____

Mailing Address: _____

Phone No.: _____

Email Address: _____

Length of time organization has been in existence: _____

Place and date of organization's charter, if applicable:

Place: _____ Date: _____

(Poker Run applicants only: If incorporated or formed less than 5 years ago and your organization is affiliated with and chartered by a national or state organization, please identify the name of that organization and its date of incorporation or formation)

Items required (no later than 30 days prior to start of all raffle sales):

- Application fee
 - If aggregate prize value is less than \$500.00- No license required
 - Class A: if aggregate prize value is \$501.00 to \$5,000.00= \$5.00
 - Class B: if aggregate prize value is \$5001.00 and over= \$25.00
 - Class C: Progressive raffle license= \$25.00
 - Articles of Incorporation and/or Charter
 - Organization's raffle rules
 - Organization's IRS Letter of Determination (if applicable)
 - Fidelity Bond
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Officer Information

President/Chairperson's Name: _____

Address: _____

Phone No.: _____ Email: _____

Secretary's Name (if applicable): _____

Address: _____

Phone No.: _____ Email: _____

Treasurer's Name: _____

Address: _____

Phone No.: _____ Email: _____

Raffle Manager's Name: _____

Address: _____

Phone No.: _____ Email: _____

Raffle Information

Traditional 50/50 Progressive Poker Run

Name of the Raffle: _____

Purpose of raffle/poker run: _____

Ticket Sales:

Date(s) of raffle ticket sales (must not exceed 365 days): _____ to _____
(Raffle drawing must take place on or before the 365th day)

Area(s) where raffle tickets will be sold: _____

Area(s) within the Village where a poker run will be conducted: _____

Raffle ticket price: _____

Max. number of tickets to be sold: _____

Drawing(s):

Date(s) and time(s) of raffle drawing: _____

Location of raffle drawing(s): _____

Progressive Raffles:

Which day(s) of the week will the raffles be held:

Sunday Monday Tuesday Wednesday Thursday

Friday Saturday

When will winning chances be determined: _____

List of prizes to be awarded and retail value of each:

PRIZE	RETAIL VALUE
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

TOTAL AGGREGATE VALUE OF ALL PRIZES \$ _____

Bond Information

All operation of and the conduct of raffles shall be under the supervision of a single raffle manager designated by the organization. The raffle manager shall give a **fidelity bond** in the sum of the aggregate retail value of the prizes as set out on the application. The bond shall be in favor of the organization conditioned upon the raffle manager’s honesty in the performance of his duties. Terms of the bond shall provide that notice shall be given in writing to the licensing authority not less than thirty (30) days prior to its cancellation. If the retail value of the prizes exceeds fifteen thousand dollars (\$15,000), the bond shall be a **corporate surety**. The Village Clerk or designee(s) may waive this bond requirement by including a waiver provision in the license.

Affidavit

I understand any misrepresentations submitted may be cause for denial and revocation of the license. The undersigned does hereby swear or affirm, under penalties of perjury, that all statements in the foregoing application are true and correct; they are made upon my personal knowledge and information and that I have personally read each and every question and answered each and every question in this application; that the officers, operators and workers of the raffle are bona fine members of the sponsoring organization and are all of good moral character and have not been convicted of a felony; that if a license is granted hereunder, the undersigned will be responsible for the conduct of the raffle in accordance with the provisions of the laws of the United States of America, the State of Illinois and the Village of Oswego. The undersigned further certify that they have read Title 3 Chapter 4 of the Village of Oswego Code, and that the organization which they represent is qualified and eligible to obtain a raffle license in the Village of Oswego according to the requirements as set forth in the State of Illinois Raffles Act and the Village of Oswego Code Title 3 Chapter 4. The audit information and Raffle Report will be returned no later than 30 business days from the conclusion of the raffle.

The undersigned also understands and agrees that failure to comply with any of the requirements of the Raffle Ordinance constitutes a violation, and any person found liable/guilty by a preponderance of the evidence of a violation of Village Code, relating to this licensing, in an administrative/judicial hearing shall be subject to a class IV fine, plus applicable hearing costs, as provided in subsection 1-4-3G of this code.

All officers must sign below:

Applicant	President/Chairman
Secretary	Raffle Manager

Date: _____

(Village Signature)	(Date License Granted)
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Please allow 7-10 business days for processing and approval of the submitted application.



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VILLAGE OF OSWEGO RAFFLE REPORT

Organization Name: _____

Address: _____

Phone No. _____ Email Address: _____

Date of Raffle Drawing: _____

Gross Receipts	\$	
Expenses	-	\$
Net Proceeds	=	\$

Distribution of Net Proceeds		
Winner / Payee name and address	Distribution Date	Item / Amount

Treasurer's Name: _____

Address: _____

Phone No. _____ Email Address: _____

I declare the raffle report has been examined by me, and to the best of my knowledge, is a true, correct and complete report as required by 230 ILCS 15/8.1 of the State of Illinois Raffles Act.

 Signature of Treasurer

 Date

Please return Raffle Report form within 30 business days from conclusion of raffle to:
 Village of Oswego, Attn: Village Clerk, 100 Parkers Mill, Oswego, IL 60543

REQUEST FOR WAIVER OF RAFFLE MANAGER’S BOND

The _____
(exact name of applicant organization)

Understands any misrepresentations may be cause for denial of a license and hereby requests that the Village of Oswego waive the requirement for the Raffle Manager’s Bond in connection with the raffle for which the attached application is made. We, the undersigned, being the Presiding Officer and the Secretary of the aforesaid organization, do hereby swear or affirm, under penalties of perjury, that by unanimous vote the members of said organization have requested and agreed to such waiver.

Presiding Officer

Date: _____

Secretary

Date: _____