



Community Hosted Raffle Agreement

Contact information

NAME(S): _____

MAILING ADDRESS: _____

PHONE NUMBER: _____ EMAIL: _____

Raffle Details

RAFFLE TYPE (50/50, BASKET, ETC.): _____

DRAW LOCATION: _____

DRAW DATE: _____ DRAW TIME: _____ # OF TICKETS: _____

TICKET RANGE: _____ TO _____

PRIZE DESCRIPTION: _____

PRIZE VALUE (CASH/ITEM): _____

WHERE WILL THE WINNER'S INFORMATION BE PUBLICLY SHARED? _____

WILL YOU BE SELLING TICKETS OUTSIDE OF NORTH DUNDAS? ☐ YES ☐ NO

IF YES, PLEASE PROVIDE A LIST OF THE LOCATIONS YOU INTEND TO SELL TICKETS:

PLEASE PROVIDE A SAMPLE TICKET TO BE PROVIDED WITH THE APPLICATION TO THE TOWNSHIP. THE TICKET MUST BE IN 2 PARTS, AND INCLUDE THE FOLLOWING INFORMATION:

- ☐ WDMH Foundation Logo / Name (Both Parts)
- ☐ Licence Number (Both Parts)
- ☐ Ticket Number (Both Parts)
- ☐ Location / Date / Time of Draw(S)
- ☐ Description of Prizes
- ☐ Ticket Price
- ☐ Number Of Tickets Printed
- ☐ Adequate Space for The Name, Address and Telephone Number of The Purchaser on the Part Retained for The Draw.

Raffle Financials

WHERE WOULD YOU LIKE THE PROCEEDS OF THIS EVENT TO BE DIRECTED? **PLEASE SELECT ONE.**

- ☐ FAMILY CARE FUND ☐ GENERAL EQUIPMENT FUND ☐ HEALTH CARE UNDESIGNATED FUND
☐ CANCER CARE FUND ☐ DIAGNOSTIC IMAGING FUND ☐ DUNDAS MANOR ACTIVITY FUND
☐ DUNDAS MANOR GENERAL FUND

The Raffle Organizer(s) agree to the following:

- ✓ Ticket Sellers Must Be 18 Years of Age or Older.
- ✓ Ticket Sellers Must Be Bona Fide Members, Staff, Or Volunteers of the WDMH Foundation.
- ✓ Ticket Sellers Cannot Be Third-Party Contractors or Individuals Outside the Foundation.
- ✓ Ticket Purchasers Must Be 18 Years of Age or Older.
- ✓ Ticket Purchasers Must Be Physically Located in Ontario at the Time of Purchase.
- ✓ WDMH Foundation Staff, Volunteers, And Bona Fide Members — And Anyone in Their Household — Are Not Permitted to Purchase Tickets.
- ✓ If Selling Tickets Outside of North Dundas, Please Allow Time for the Foundation to Obtain Municipal Approval Before Any Sales Take Place (Minimum Of 30 Days).
- ✓ E-Transfers Are Not Permitted. All Ticket Purchases Must Be Made in Cash.
- ✓ Raffle Organizers Must Keep a Detailed Tracking Sheet of All Tickets Handed Out to Be Sold. The WDMH Foundation Will Provide a Template for This Tracking.
- ✓ All Sold and Unsold Tickets Must Be Returned to A WDMH Foundation Staff Member After the Raffle Ends.
- ✓ After The Draw, Organizers Must Submit a Document Listing The:
 - Winner's Full Name
 - Complete Address
 - Phone Number
 - Email Address
 - Winning Ticket Number (Ticket Must Be Stapled to the Document)
 - Prize Amount/Item to Be Awarded
- ✓ Funds Are Not to Be Awarded on the Day of the Draw. All Funds Must Be Submitted to the WDMH Foundation.
- ✓ The Foundation Will Issue a Cheque to the Winner Once All Documentation Is Received and Verified.

The WDMH Foundation agrees to the following:

- ✓ The Foundation Can Prepare, Number and Package Tickets (With the Help of Volunteers).
- ✓ The Foundation Will Provide a Tracking Spreadsheet to the Organizer.
- ✓ The Foundation Can Assist with the Creation of a Poster for Advertising If Requested.
- ✓ The Foundation Can Print Up to 100 Pages (Includes Tickets, Posters, Etc.)

RAFFLE ORGANIZER

MANAGER OF DIRECT MAIL & EVENTS, WDMH FOUNDATION

DATE: _____

QUESTIONS?

PLEASE CONTACT JUSTINE PLUMMER, MANAGER OF DIRECT MAIL & EVENTS AT JPLUMMER@WDMH.ON.CA, OR BY PHONE: (OFFICE) 613-774-2422 X 6172, OR (CELL) 343-543-0069.

CINDY AULT PETERS, EXECUTIVE DIRECTOR AT CPETERS@WDMH.ON.CA OR BY PHONE: (OFFICE) 613-774-2422 X 6169 OR (CELL) 343-572-6345.