

CHRISTINE ROBBINS

Township Clerk

Municipal Complex 1Municipal Plaza Monroe Township, NJ 08831-1900 Phone (732) 656-4573 Fax (732) 521-3190

APPLYING FOR A RAFFLE LICENSE

- 1. The Organization applying for a Raffle license must have a valid Certificate of Registration with the State of New Jersey, Legalized Games of Chance Control Commission. (Registration is valid for (2) two years) and must be within the raffle period.
- 2. The Application for a Raffle License, as well as the required paperwork, must be submitted in sets of four (4). The application may be copied, but the signatures required as well as notary on the last page, must be original signatures. There must be at least two (2) signatures, an Officer of the Organization and a Member in Charge of the Games.
- 3. The application must be submitted (6) weeks prior to the event.
- 4. Along with the applications, the following is required:
 - (a) Applications need to be submitted at least (6) weeks prior to the event.
 - (b) The Clerk's Office must see the original Certificate of Registration for the Organization.
 - (c) A sample ticket if applying for an Off-Premise Raffle. (See Attached Sample Ticket)
 - (d) Two Checks. (See Attached Fee Schedule)
 - State Fees payable to "Legalized Games of Chance Control Commission"
 - Municipal Fee payable to "Township of Monroe"
 - (e) Photo ID of member or members-in-charge.
- 5. Once the full application has been processed by the town and a Police background check has been received, the application will be forwarded to the State of New Jersey, Legalized Games of Chance Control Commission. The state has fifteen (15) business days from the date of receipt to accept or deny approval of your application. If your application is accepted, you will not hear from them. You will receive a complete copy of the application and your authorizing raffle license. At the conclusion of the raffle an end of raffle report must be filed with the State and the Township. A copy of this form will be given to you with your authorized license. Along with the Report of Raffle Operations, you must also include a check if your raffle ticket sales have exceeded your anticipated sales.

Monroe Twp. Clerk's Office 1 Municipal Plaza – Rm. 107 Monroe Twp., NJ 08831 Phone: (732) 656-4573

Fax: (732) 521-3190

Legalized Games of Chance Control Commission P.O. Box 46000 Newark, NJ 07102 Phone: (973) 273-8000

Application for a Raffles License

Application No. RA	_
Identification No	_

Su	ubmit four (4) copies of this application to the Municipal Clerk's	office in the municipality where the games will be conducted.
•	print clearly.	
٧ar	me of municipality:	
ırt.	A - General	
1.	Name of applying organization:	
a.	Street address of headquarters:	
b.	Mailing address (if different):	
3.	A license is requested to conduct raffles of the kind stated (use a separate application for each type of raffle).	on the date, or on each of the dates, and during the hours liste
-	Date Hours	Date Hours
-		
-		
4a.		them for its general purposes? □ Yes □ No
b.	Does the applicant own the premises or regularly occupy	· 하이 화하기 () 및 유리하기 () 시카리 ()
5.	그 그 그 그 그 그 그 그 그 그 이 이렇게 끊으면 그 그 그 그 그 그 그 그 그 그 그 그 그 그 그 그 그 그 그	the raffles equipment lessor to this application on Form 13.
かれっ ないx	B - Schedule of Expenses	
he i	items of expense intended to be incurred or paid in conne	ection with the games listed in this application, the names a
ddr	resses of the persons to whom each item is to be paid, and to Item of Expense Name and ad	Idress of supplier Purpose
_		
_		
_		
_		

1.	The specific purpose(s) to which the entire net proceeds of manner in which they are to be so devoted, are:	of the games listed	in this applic	cation are to be devoted, and the
2.	If any part of the net proceeds are to be devoted to a pur over to another organization which is exclusively devoted executive officer to the following certificate:	pose allowed by d to such purpose	the Raffles Lions, secure the	censing Law by turning the same signature of its president or other
	"It is hereby certified that			
	will accept from the licensee any part of the net proceeds	of the games liste	ed in this appl	ication to be turned over to it."
	Date:	Signature:		
		0		
349,2700	t D - Schedule of Prizes			
des	escription of all prizes to be offered and given in all of the cribe the article and state the retail value; if prizes are to e the information requested below.	e games listed in t be donated, indic	his applicatio ate that fact a	n is as follows. For merchandise, and estimate as accurately as pos-
	Description of Prize	Donated (Yes or No)	Retail value
		☐ Yes	□ No	
-			□ No	
			□ No	
		— \/	□ No	
			□ No	
****			□ No	
_		—	□ No	
-			□ No	
•		\ Yes	□ No	
			□ No	
			□ No	
		\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \	□ No	
-		\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \	□ No	
_		Pes	□ No	
_		\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \	□ No	
		Pes	□ No	
		☐ Yes	□ No	
		\(\square \text{Yes}	□ No	
_			□ No	
_			□ No	
		□ Yes	□ No	
•		☐ Yes	□ No	

Part C - Schedule of Purposes

art E - Officers of Applicant (1) Office	Name of officer		Age
Residence address	Telephone No. (
	Day	Evening	
(2) Office	Name of officer		Age
Residence address	Telephone No.		
	Day	Evening	
(3) Office	Name of officer		Age
Residence address	Telephone No.		
	Day	Evening	
(4) Office	Name of office	r	Age
Residence address	•	(include area code)	
art F - Members of Applicant who will be		Evening	
Name of member in charge	Residence address	Telephone No. (include are Day / Evening	
art G - Members of Applicant who will a	ssist in conducting the games		
Name of member		Residence address	Age
Part H - Names of other organizations wh	nose members will assist in con	ducting the games	
Name and address of orga			ntification No.

Pa	rt I - Statement of Applicant and member(s) in charge		
Sta	te of New Jersey		
Со	unty of		
We	e do hereby each make the following statement, under oath	, wi	th respect to the foregoing application:
 3. 4. 	The applicant (is) (is not) limited in its activities to the furtherance of one or more authorized purposes as defined in the Raffles Licensing Law. Prior to the issuance of any license to it to conduct games of chance, the applicant was actively engaged in serving one or more "authorized purposes." The applicant has received and used, and in good faith expects to continue to receive and use, to further one or more authorized purposes, funds from sources other than games of chance. The conduct of the games on the occasion or occasions for which this application is made will be to raise and devote the entire net proceeds to the authorized purpose described in the application.		For each occasion for which a license is sought, one or more of the members listed who are familiar with the Raffles Licensing Law and the Rules and Regulations, will be in full charge of and primarily responsible for, the conduct of the games. No commission, salary, compensation, reward or recompense will be paid to any person for holding, operating or conducting or assisting in the holding, operation or conducting, of the games, except to bookkeepers or accountants for professional services not exceeding the amounts fixed by the Schedule of Fees, as well as the compensation for the Licensed Compensated Workers pursuant to N.I.A.C. 13:47-6A. No prize may be offered and given in cash, except as otherwise provided by the Raffles Licensing Law (N.I.S.A. 5:8-50 et seq.). If a cash prize under certain circumstances is permitted by the law, the amount of the cash prize may not exceed the limit prescribed by the Raffles Licensing Law. All statements in the foregoing application are true.
Sw	vorn and subscribed to before me this	Sign	nature of Officer and Title nature of Member-in-Charge nature of Member-in-Charge nature of Member-in-Charge

If more space is needed in any section of this application, insert extra sheets of paper.