

Town of Franklin
Teresa M. Burr,CMC
Town Clerk
355 East Central Street
Franklin, MA 02038

Questions: 508-520-4900
Email: tburr@franklinma.gov

Filing Fee: \$10.00

RAFFLE AND BAZAAR PERMITS INFORMATION SHEET

A **Raffle** is defined in MGL 271:7A as an arrangement for raising money by the sale of tickets, certain among which, as determined by chance after the sale, entitle the holder to prizes.

A **Bazaar** is defined in MGL 271:7a as a place maintained by the sponsoring organization for disposal by means of chance one or both of the following types of prizes (1) merchandise of any value (2) cash awards, not to exceed \$250.00 each.

The Attorney General has promulgated regulations, 940CMR12.00 and 13.00 regarding the conduct of raffles and bazaars.

Qualifications of Organization

I Type of Organization

1. Veteran's organization
2. Church or religious organization
3. Fraternal organization
4. Educational or charitable organization (including Public School Departments, parent – teacher organizations)
5. Civic or service organizations
6. Clubs organized and operated exclusively for pleasure, recreation, or other purposes

II Actively functioning as NONPROFIT organization in the Commonwealth

III Two years or more in existence

Purposes of Proceeds

Must be used exclusively for the purposes stated in the application and are limited to the following: educational, charitable, religious, fraternal, civic, or veteran's benefits.

Operation of the Raffle or Bazaar

Promotion of the raffle or bazaar must be confined to the members of the sponsoring organization. No member shall be compensated for time or effort devoted to the promotion of the event.

Application

Applications shall be made to the town clerk of the town in which the raffle will be drawn. Tickets may be sold in several towns.

Application must contain the name and address of the applicant, evidence of qualification of the organization, names of three officers or members, purposes of the proceeds.

Procedures

1. New organizations must complete, in full, the "First Time Applicant Form". Return to Town Clerk then,

2. Obtain application from Town Clerk

Applicant completes this.

Police Chief signs off.

3. They bring back application and documentation of eligibility and fee to town clerk

If all is in order, we can issue the permit on the spot.

4. Complete Notice of Issuance of Raffle License for Mass State Lottery.

5. State Lottery commission will issue appropriate tax forms (5% commission on gross proceeds payable within 10 days of each event)

Permit must be issued or denied within 30 days of application.

Valid for one year (organization may conduct multiple raffles, or 2 bazaars)

Permits may be revoked if non-members promote the raffle, uses of proceeds are not as stated in the application, payments are made for promotion of raffle, or facts on the application have changed without notice to the clerk.

Organization must file annual report within 30 days of expiration of permit detailing number of events, amount raised, expenses, names of winners of prizes valued at more than \$250.00, uses of the net proceeds; signed by the people on the application and an accountant.

Renewal of permit is conditional upon timely receipt of annual report.

Organization must keep records sufficient to substantiate information required by annual report.

Tax ID # _____

FOR FIRST TIME APPLICANTS I USE THE FOLLOWING AFFIDAVITS

Organization Name

**Affidavits and Statements Relevant to
Application for Permit to Conduct Raffle**

1. Evidence of being organized and functioning for two years in the Commonwealth, Massachusetts.

I hereby certify that the records, including meeting minutes of _____ show that this organization has been organized and actively functioning in Commonwealth of Massachusetts since _____.

Signed under pains and penalties of perjury.

Secretary

2. Certificate of Election of Officers

I hereby certify that the records of _____ show that _____ is the duly elected President, _____ is the duly elected Vice President, and _____ is the duly elected Treasurer of the above named organization by vote of the organization on _____.

Signed under pains and penalties of perjury.

Secretary

3. Statement of Officers as to individual's membership.

We the undersigned being the duly elected officers of _____ certify that _____ are members in good standing of the above named organization, and are authorized to conduct a raffle in its name.

Signed under pains and penalties of perjury.

President

Vice-President

Treasurer

4. Statement as to promotion by members and uses of funds.

We the undersigned, being the officers of _____ hereby certify that the promotion and operation of any raffle conducted under a permit issued as a result of the attached application will be conducted only by qualified members of the above named organization, that no part of the net earnings will inure to the benefit of any member, and that the net earnings will be used solely for the purposes named in the application.

Signed under pains and penalties of perjury.

President

Vice-President

Treasurer

Approved as written: Yes No

Teresa M. Burr, CMC Town Clerk

TOWN OF FRANKLIN

APPLICATION FOR PERMIT TO CONDUCT RAFFLES AND BAZAARS
(C. 810, ACTS OF 1969)

Name and address of Nonprofit Organization:

Evidence of Qualifications for Permit:

- (a.) Veterans' organization chartered by the Congress of the United States or included in clause (12) of section five of chapter forty of the General Laws; or,
- (b.) Church or religious organization; or,
- (c.) Fraternal or fraternal benefit society; or,
- (d.) Educational or charitable organization; or,
- (e.) Civic or service club or organization; or,
- (f.) Club or organization organized and operated exclusively for pleasure, recreation and other nonprofit purposes, no part of the net earnings of which inures to the benefit of any member or shareholder.

Officers or members of organization responsible for operation of raffle or bazaar:

Name	Residence Address
(1.) _____	_____
(2.) _____	_____
(3.) _____	_____

Uses to which net proceeds will be applied: _____

(signature of authorized officer or member of organization)

Application certified to be in conformity with C. 810, Acts of 1969:

Town Clerk

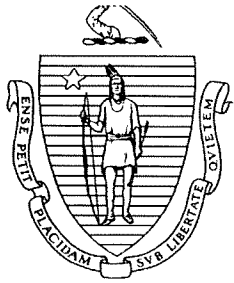
PERMIT (ISSUED) (DENIED)

(date)

Town Clerk

The applicant (is) (is not) qualified to operate raffles and bazaars under the provisions of C. 810, Acts of 1969:

Chief of Police



The Commonwealth of Massachusetts

Town of Franklin

ANNUAL REPORT – RAFFLES & BAZAARS

Massachusetts General Laws, Chapter 810 Acts of 1969(Form 812)

Date: _____

Name and Address of Nonprofit Organization:

Expiration Date of Permit: _____

Number of Raffles and Bazaars Held: _____

Amount of Money Received: \$ _____

Expenses Connected with Raffles Conducted: \$ _____

Net Proceeds: \$ _____

For What Purposes Were the Proceeds Used:

Names & Addresses of Winners of \$250.00 or More:

(Attach Additional Pages as Necessary)

We, the undersigned, do hereby certify that this report is true and complete.

1. _____

2. _____

3. _____

(Accountant)

Report Certified to be
In Conformity with
C. 810, Acts of 1969:

Signature of Authorized Officer
or Member of Organization

TOWN CLERK

RENEWAL PERMIT WILL NOT BE ISSUED TO LICENSEE UNTIL THIS REPORT HAS BEEN COMPLETED AND FILED WITH THE COMMISSIONER OF PUBLIC SAFETY.