

APPLICATION FOR PERMIT TO CONDUCT A LUCKY ENVELOPE RAFFLE

If insufficient space is available for responses please attach additional information

Information for Applicants

- a) This application must be completed in accordance with the 'Information and Conditions' available on the Commission's website.
- b) Approval of this Raffle is conditional upon the information submitted in and with the application.
- c) Complete all relevant sections of the form. Any omissions may result in your application being delayed or returned.
- d) Attach a copy of the terms and conditions.
- e) You must allow 7 business days for the processing of a correctly submitted application.
- f) You may lodge your application by email lotteries@act.gov.au
- g) Fees are payable and the fee structure is available on the Commission's website.

Details of Organisation (Promoter)**Details of Agent (acting on behalf of the Promoter)****Notification Details**

LOTTERIES ACT 1964

Form made pursuant to s 53D of *Gambling and Racing Control Act 1999*
Details of Prizes and Tickets

Prize List Summary	Description (if more room required please attach a full list of prizes including retail value for each prize)
1 st	\$
2 nd	\$
3 rd	\$
Total prize value (value ACT residents are eligible to win)	\$
Number of Envelopes to be sold*	
Estimated gross proceeds*	\$
Publication date	
Address where lucky envelopes will be sold	
Will lucky envelopes be dispensed by a machine? If so, please describe the exact location of machine	

Details of Beneficiary
Attach a letter of authority from beneficiary if the organisation is not also the beneficiary

Beneficiary of the raffle (enter text)

Declaration – To be completed by authorised representative of applicant.

I (print or type full name of representative)

on behalf of the (print or type name of applicant)

do hereby declare that I have read and agree to abide by the conditions set out in the Raffle 'Information and Conditions' sheet issued by the ACT Gambling and Racing Commission and the information on this application form and the accompanying documentation is true and correct.

Signed:

Position (print or type position held with licensee):

Date:

Important Information

Payment must accompany the application. The application will not be processed if the fee has not been received.

You must allow 7 business days for the processing of a correctly lodged application.

If the prizes in the promotion are allocated on a state-by-state basis, the relevant prize value for the purpose of calculating the determined fee is the total value of prizes that ACT residents are eligible to win.

If an application is withdrawn prior to its assessment the submitted fee will be refunded less an administration fee.

If an application is rejected or withdrawn after commencement of its assessment the fee will not be refunded.

Checklist

Please ensure your application is accompanied by the following:

Where necessary, a letter of authority authorising the agent to apply for a permit on behalf of the promoter;

The terms and conditions of entry which are in accordance with the "Information and Conditions" sheet available on the Commission's website;

Please ensure that:

You have completed all parts of the application form;

You have signed the application form in the correct place;

Lodgement and payment methods

This form should be lodged via email to lotteries@act.gov.au

You will be contacted for payment once your application has been received.

Please note: Your application will not be assessed until payment has been received.

The licence fee is GST exempt.