

PROCEDURE FOR ALL RAFFLES 50/50'S AND BASKET RAFFLES

1. Sell tickets in consecutive order writing down 1st and last ticket number.
2. When winning number(s) are picked, write down number and collect the ticket(s).
3. Place all stubs and winning ticket in plastic bag with info numbers.
4. Seal plastic bag and write date and location of raffle on front.
5. Give bag along with totaled money collected to treasurer.
6. Treasurer places in Sterilite container marked with club year, eg. 2018-19
7. RECORD OF RAFFLE MUST BE KEPT FOR TWO YEARS.