

**TOWN OF MONROE
BOARD OF SELECTMEN**

**INSTRUCTIONS TO APPLICANTS FOR
RAFFLE PERMIT**

IMPORTANT: READ CAREFULLY BEFORE COMPLETING ATTACHED APPLICATION

INSTRUCTIONS TO APPLICANTS

I. STATUTE (RSA 287-A)

A. Permit Required

Any charitable organization desiring to conduct a raffle under the provisions of this chapter shall first obtain a permit, therefore, from the Selectmen of the Town; the permit shall expire at the time of the drawing, and shall not be transferable.

B. Raffle Authorized

A charitable organization may conduct a raffle to promote the purpose for which it was organized in the manner hereinafter provided, and not otherwise. (RSA 287-A: 2)

C. Definitions

I. "Raffle" means a lottery in which each participant buys a ticket for an article or articles put up as a prize with the winner being determined by a random drawing.

II. "Charitable Organization" means a religious, educational, charitable, civic, veterans, or fraternal organization, or political committee or political party which shall have been in existence for at least 2 years and is organized under the laws of this state.
(RSA 287-A: 1)

D. Agency Not Permitted

No charitable organization shall act as an agent for conducting a raffle, where it is unlawful for the charitable organization's principal to conduct such a raffle
(RSA 287-A: 5)

E. Effect of Other Laws.

RSA 647 shall not apply to the sale of raffle tickets in the manner provided for in this chapter (RSA 287-A: 6).

F. Printed Tickets

All Raffle Tickets shall be printed with the name of the charitable organization thereon, the date and place of the drawing, and the prize or prizes to be awarded and the amount of the donation. (RSA 287-A: 3)

G. Distribution of Tickets

Raffle tickets shall be sold only to persons 16 years of age or over and no raffle tickets shall be sold by persons other than the members of the charitable organization or such person or persons, as may be designated by the organization, and who shall receive no financial remuneration. (RSA 287-A: 4)

II. GENERAL INFORMATION

1. You must submit an application in writing on the forms approved by the Board of Selectmen for the conduct of a raffle. Applications may be obtained at the Selectmen's Office, Monday through Friday, from 8:00 am to 5:00 pm. Completed applications should be returned to the Selectmen's Office during regular business hours.

Monroe Application Permit for A Raffle

In accordance with, and under the authority of, New Hampshire Revised Statutes Annotated, Chapter 287-A, authorizing the Board of Selectmen to issue permits governing raffles within the Town of Monroe. The following application must be completed and submitted to the Monroe Board of Selectmen 30 days prior to the sale of any raffle tickets or drawings.

Organization Name: _____

Benefiting Organization: _____

Date of Drawing: _____

Place of Drawing: _____

Price of Ticket: _____

Prizes: _____

*Signature on application represents organizations intentions to comply with RSA 287-A:

Agents Signature Print Name/Title Date

Address: _____

Telephone: _____

1. A sample "ticket" must be attached to this application, showing prizes, etc.
2. Evidence that organization is a charitable one, i.e. copy of the by-laws.

For Office Use Only: Charitable Purpose: Yes No

Monroe Board of Selectmen Approved Denied Date: _____

Chairman Member/Member