Penn State Shenango
Raffle Request Form

Deadline: 2 weeks prior to start

Return to: SGA Treasurer’s mailbox in SH 103

Name of Organization: ______________________________________________

Name of Student Requestor: _________________________________________

Type of Raffle: ______________________________________________________________________

Purpose of Raffle: ____________________________________________________________________
____________________________________________________________________________________

Date(s) of Raffle Sales: ______________________________________________________________

Location of Raffle Sales: _____________________________________________________________

Date of Drawing: ____________________________________________________________________

Location of Drawing: ________________________________________________________________

Signature below confirms that officer and advisor have read and understand the
Mercer County Raffle Guidelines.

__________________________________________  ______________________________________
Advisor (print name)  Advisor’s Signature

__________________________________________  _____________________________________
Club Officer (print name)  Club Officer’s Signature

For office use only.

Reason for non approval:

_____ Approved

_____ Not Approved

__________________________________________
Student Affairs’ Signature
Raffle Guidelines for Mercer County Pennsylvania

A raffle is defined by the Act as a game in which a participant buys a ticket for a chance at a prize with the winner determined by a random drawing of corresponding ticket stubs to take place at a location and date printed on the ticket.

There are two types of raffles allowed under the Act: 1) a regular raffle; and, 2) a raffle conducted through a special permit. They differ only in amount of prizes that can be awarded and the number that may be held per calendar year. Raffle winners may also be determined by reference to drawings conducted by the Department pursuant to the State Lottery Law, (72 P.S. S3761-101, et seq.).

Both types of raffles must comply with the following:

a. Tickets must have a detachable stub, be consecutively numbered and be accounted for separately through the use of a logbook showing to whom the tickets were given to be sold. The ticket stub shall bear a duplicate number corresponding to the numbers on the ticket and contain the purchaser’s name, address and telephone number. Both parts shall be imprinted with sequential numbers commencing with “1” through the maximum number of tickets to be sold; or in the case of a raffle where the winner is determined by a drawing of the State Lottery, the universe of eligible ticket numbers shall correspond to the universe of eligible numbers in the State Lottery drawing.

b. The ticket shall contain the date, time and location of the drawing, the name of the licensee and license number (special permit number where applicable), price of the ticket and prizes to be awarded;

c. The drawing must be conducted openly and in plain view of the players present;

d. Raffle tickets may be sold at locations other than the licensee’s premises but can only be sold in municipalities which have approved the use of small games of chance. There are notice requirements that must be met to sell outside the licensing country;

e. A purchaser does not have to be present at the drawing to win, and

f. Raffle tickets need not be purchased from licensed distributors.

In a regular raffle the maximum individual prize is $500. No more than $5, 000 in cash or merchandise may be awarded through regular raffles in a calendar month.

A licensed organization may apply for a special permit. Only one raffle may be conducted under each special permit. A licensed eligible organization may receive no more than two special permits in any licensed year with the exception of volunteer fire, ambulance and rescue organizations, which may receive three. The total value of all raffle prizes awarded under all special permits may not exceed $100,000 in a calendar year.