



The Town of Wakefield

*Office of the
Town Clerk*

ONE LAFAYETTE ST., WILLIAM J. LEE MEMORIAL TOWN HALL
WAKEFIELD, MA 01880

*Mary K. Galvin
Town Clerk*

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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 \$25 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 WAKEFIELD.

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.

Filing Fee is \$50.00 in Wakefield.

Procedures

Obtain application from the Town Clerk

Complete application and Notice of Issuance of Raffle and/or Bazaar License.

Submit application to the chief of police for his approval/signature.

Bring application and fee to the Town Clerk for issuance of the license. Organization receives two certified copies of the permit (one for the ticket printer).

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

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

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

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 \$25, 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.

The Commonwealth of Massachusetts

TOWN OF WAKEFIELD

FEE: \$50.00

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