

MASSACHUSETTS STATE COUNCIL KNIGHTS OF COLUMBUS
ANNUAL RAFFLE GUIDELINES

1. Chance book will be distributed to all Grand Knights by their assigned District Deputies.
2. Chance tickets will sell for \$1.00 each and will be provided to the local councils in books of fifteen. From the \$15.00 collected per book the distribution will be as follows: The 1st \$9.00 must be returned to the State Council, the next \$5.00 will be retained by the local council and \$1.00 will remain with the seller.
3. The Drawing will be at the State Convention and the prize structure is as follows:
 - \$10,000.00 Grand Prize
 - \$3,000.00 Second Prize
 - \$2,000.00 Third Prize
 - \$1,000.00 Fourth Prize
 - \$500.00 Fifth – Eighth Prizes
4. Each Grand Knight will designate a Council Fund Raising Chairman who will serve as a point-of-contact for distributing the chance books within each council and ensuring that all chance book receipts/ ticket stubs are transmitted to the State Council in a timely manner.
5. Each Council will be assigned a quota of approximately one book per member.
6. An assessed amount of one dollar (\$1.00) per defined member will be assessed on each council that makes a decision not to participate in the annual Raffle.
7. **Under NO circumstances can the Council's Name be on any ticket as the purchaser. If such a ticket is drawn it will be immediately disqualified and discarded.**
8. Each Council Fund Raising Chairman must submit a progress report and chance book receipts/ticket stubs on at least a monthly basis. The Grand Knight is responsible for ensuring that his council makes the required returns in a timely manner. All remittances must be in the form of a check drawn on the local Council's checking account and made payable to the Massachusetts State Council Knights of Columbus Annual Raffle.
9. Partially sold books may be returned to the State Council. However, partially sold books will NOT be included in determining if a local council has reached its quota (i.e., 2 half chance books may not be counted as one chance book for the purpose of distribution of the receipts). The Council will only receive distribution from the sale of chances 10-14 of each book. And the seller will only receive his commission from the sale of chance No. 15 of each book.
10. Returns must be sent to the Massachusetts State Council by 1st Class mail and should be mailed in sufficient time (at least a week) to arrive prior to State Convention. After this date, all returns must be made at the State Convention. Chance book receipts and ticket stubs will be accepted up until 12:00 Noon on the night of the drawing.
11. Either a State Officer or a member of the State Council Fund Raising Committee will be assigned as an advisor and point-of-contact for each Council's Fund Raising Chairman. This person should be contacted for any questions or problems concerning the Annual Raffle.