



VILLAGE OF HOMEWOOD
2020 Chestnut Road
Homewood, IL 60430
(708) 798-3000

MULTIPLE/SERIAL RAFFLE LICENSE APPLICATION

This license was prepared pursuant to
Illinois P.A. 81-1365 passed on August 5, 1980

I. GENERAL INFORMATION

A. Name of Organization Marian Catholic High School
Address 700 Ashland Ave, Chicago Heights, IL 60411
Telephone Cpeabody @ marianchs.com
(Please attach a statement attesting to the not-for-profit charter of your organization signed by the presiding officer and secretary of your organization.)

B. Type of Organization (Circle one)

Religious	<input type="checkbox"/>	Charitable	<input type="checkbox"/>	Labor	<input type="checkbox"/>
Fraternal	<input type="checkbox"/>	Educational	<input checked="" type="checkbox"/>	Veteran	<input type="checkbox"/>
Business	<input type="checkbox"/>				

C. Has the organization been in existence for a minimum of five continuous years?

Yes ☒ No ☐

If no, is the organization affiliated with and chartered by another organization that has been in existence for a minimum of five continuous years? _____

D. What are the objectives of the organization and how long has your organization been pursuing them? Marian Catholic was founded in 1958 to provide a Catholic, coeducational, and college preparatory high school education to families in the South Suburbs.

II. RAFFLE BACKGROUND INFORMATION

A. Person responsible for conducting the raffle

Name Colleen Peabody
Address _____
City _____ State _____
Telephone Number _____

- B. Where will the raffle drawing(s) be held? Rudy's @ Balagio
- C. Are the premises where the raffle drawing(s) will be held owned by your organization?

Yes ☐

No ☒

- D. On what date(s) and at what times will the raffle drawing(s) be held? Attach a list if necessary. Thursday nights at 8 pm starting 12/2/21

until the Queen of Hearts is revealed.

- E. At what location(s) will the raffle chances be sold?

Balagio and the school

- F. By whom will raffle chances (tickets) be sold? Please list names and addresses.

Mike Taylor,
Carol Swanson,
Beth Fleming,

- G. Between what dates will raffle chances (tickets) be sold?

11/26/21 until the Queen of Hearts is revealed
(The maximum period is 90 days)

- H. What will be the price for each raffle chance (ticket)? \$5
(The maximum price charged for each raffle chance (ticket) cannot exceed \$10.00)

- I. What is the aggregate retail value of all prizes? TBD based on when the Queen of Hearts is revealed
(The total aggregate retail value of all prizes in each raffle cannot exceed \$5,000; the value of any single prize in each raffle cannot exceed \$1,000 without approval of the Board of Trustees)

- J. Please list each prize to be awarded and its retail value. Attach a list if necessary.

Prize

Retail Value

If your ticket is drawn - \$100

If your ticket reveals a joker - \$500

If your ticket reveals an ace - \$250

If your ticket reveals the Queen of Hearts - half the jackpot
* Full rules included with this application *

III. PROCEEDS OF THE RAFFLE

- A. Where will the proceeds of the raffle go? Marian Catholic
High School
- B. How will the proceeds be used? Athletic equipment,
capital, and other needs.

Each organization licensed to conduct multiple raffles shall report quarterly to its membership and to the village its gross receipts, expenses and net proceeds from raffles, and the distribution of net proceeds itemized as required in this article. Such multiple or serial raffle license reports shall be filed with the village no later than 30 days after each three-month period of the license term. All financial records for the raffle are to be kept separate and only the person authorized to conduct the raffle is to prepare and maintain the records.

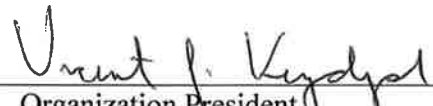
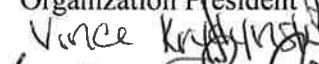
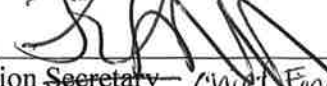
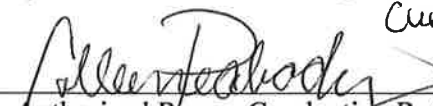

IV. OTHER INFORMATION

- A. If a waiver of the fidelity bond is being requested, the process of obtaining a raffle license will be longer. This action requires Village Board approval. Village Board meetings are held on the 2nd and 4th Tuesdays of each month.
- B. No person participating in the management or operation of the raffle is to receive remuneration for his or her services.
- C. No person under the age of 18 may participate in the management or operation of the raffle.
- D. No person under the age of 18 may be sold a raffle chance (ticket).
- E. A person under 18 may be within the area where the raffle drawing takes place only when accompanied by his or her parent or guardian.
- F. The Village requires that your organization post a bond with the Village of Homewood within one week after the license application is approved in an amount equal to the aggregate retail value of all prizes and merchandise to be awarded. The bond shall provide that notice be given in writing to the Village not less than 30 days prior to its cancellation. The bond will be released when the Village receives the financial statement referenced in section III (c). This bond requirement may be waived by the Village under certain conditions.
- G. A determination to approve or deny this application will be made within 30 days of the application is received by the Village.
- H. A license fee of \$100.00 must be paid to the Village within one week after the license application is approved.

V. AFFIDAVIT

Under penalties of perjury, I hereby certify that:

- A. The organization to whom the requested license is to be issued is of a not-for-profit character.
- B. No person participating in the management or organization of the raffle: 1) has been convicted of a felony; 2) has been a professional gambler or gambling promoter; or 3) has been determined to be of bad moral character.
- C. No firm or corporation participating in the management or organization of the raffle shall have an employee or person with a proprietary, equitable or credit interest in the company and who has been convicted of a felony, has been a professional gambler or gambling promoter or has been determined to be of bad moral character.
- D. No organization participating in the management or organization of the raffle has an officer, director or employee, whether compensated or not, who has been convicted of a felony, has been a professional gambler or gambling promoter, or has been determined to be of bad moral character.
- E. There are no willful misrepresentations or falsifications of the above statements, answers and attachments. I am aware that should investigation disclose such misrepresentations and falsifications, my application will be rejected or, if already issued, my license will be subject to revocation.
- F. The raffle will be conducted in accordance with all requirements and conditions as set forth in Chapter 6 of the Homewood Municipal Code.

 _____ Organization President	 _____ Organization Secretary	 _____ Chief Financial Officer	Nov. 5, 2021 _____ Date
 _____ Authorized Person Conducting Raffle	 _____ Colleen Peabody		11/5/21 _____ Date

MARIAN CATHOLIC HIGH SCHOOL QUEEN OF HEARTS RAFFLE RULES PROCEDURES

ALL PROCEEDS BENEFIT MARIAN CATHOLIC HIGH SCHOOL

RULES

“The Queen of Hearts” is a progressive raffle. A deck of 54 playing cards, including two jokers, are placed randomly face down on a mounting board. The back of each card is numbered one (1) through fifty-four (54) and are sealed to the board. Marian Catholic High School purchases the sealed board from a third-party gaming company and does not know the location of the Queen of Hearts.

Tickets are sold for \$5 each. Individuals may purchase as many tickets as they wish. All ticket purchases must be paid in cash. Tickets can be purchased immediately after the prior drawing and up to fifteen (15) minutes prior to the next drawing.

There can be only one individual's name per ticket. Individuals must write their name, telephone number, AND the playing card number they are requesting (1 to 54) on their raffle ticket. The ticket will be thrown away and a new ticket will be drawn from the tumbler if: the name or contact information is illegible; a nickname, abbreviation, family name, or group name is used; or a mailing label is used. If the playing card number is missing or is illegible, the first available number on the board will be selected.

Any person purchasing a ticket and/or claiming a jackpot must be 18 years or older and provide proof of their age.

Purchased tickets are placed in a tumbler and are mixed in public view. Each week, one ticket is pulled from the tumbler by a member of the Queen of Hearts Committee.

The member of the Queen of Hearts Committee who drew the ticket will check the ticket to ensure it contains a legible name and telephone number. If both are legible, the committee person will match the playing card number on the ticket to the playing card on the board and will reveal the corresponding playing card to the public.

The ticket will be thrown away and a new ticket will be drawn from the tumbler if: the name or contact information is illegible; a nickname, abbreviation, family name, or group name is used; or a mailing label is used.

If the ticket is pulled and the playing card number is missing or is illegible, the first available number on the board will be selected. If the playing card number was already revealed, the next available playing card number on the board will be selected (i.e. if 7 is on the ticket, and playing card number 7 was already revealed, playing card number 8 would be selected if available).

Once a playing card is revealed, a member of the Queen of Hearts Committee will turn the selected playing card face up and secure it to the board. If the Queen of Hearts is not selected,

the game and the jackpot will rollover to the next week. After the drawing, all tickets for that week's drawing will be destroyed and will not be used again.

The Queen of Hearts board will be permanently displayed at Rudy's @ Balagio's at 17501 Dixie Highway in Homewood, Illinois, for the duration of the game.

The jackpot will continue to accumulate weekly until the QUEEN OF HEARTS playing card is revealed on the board. The jackpot, based on ticket sales, will be updated the day after the drawing and displayed on the Marian Catholic website. Updates will also be posted each week on the Marian Catholic Facebook page.

The first drawing will take place on December 2, 2021 at 8:00 p.m. at Rudy's @ Balagio. Only one ticket will be drawn each week. Winner need not be present. Thereafter, the drawing will be each Thursday at 8:00 p.m. at Rudy's @ Balagio (unless otherwise posted). When the drawing falls on a holiday, we will freeze the drawing (but not sales) until the following Thursday.

If the ticket holder does not select the Queen of Hearts, they will receive \$100 for their ticket being drawn whether or not they are present. If her or his ticket reveals a joker or ace, the amount will be increased to \$500 or \$250, respectively.

The ticket holder who reveals the Queen of Hearts is the winner. The raffle is over, and the winner will receive a check in the amount of one half of the jackpot less applicable taxes and fees. Marian Catholic High School shall retain the remaining one half of the jackpot.

The winner is responsible for any and all taxes and fees. The winner must confirm their identity and social security number by completing and signing an IRS Form W-2G. In addition, if the prize is greater than \$5,000, IRS requires a withholding of 24% of the winnings less the amount of the wager (\$5). Winnings will not be distributed until the W-2G has been completed, signed, and returned to a Queen of Hearts committee member. If a player is unwilling or unable to complete, sign, and return the W-2G within ten (10) days of the drawing, 100% of the prize money will revert to Marian Catholic High School.

A winner cannot donate the prize to another person, group, organization, etc. without first taking ownership of the prize, which means the appropriate W-2G must be issued to the person whose name appears on the winning ticket and the appropriate withholding taken.

Tickets will be available for purchase during normal business hours at Rudy's @ Balagio and at Marian Catholic High School. On the evening of a drawing, no person may enter the line to purchase tickets after 7:30 p.m. Ticket sales will end at 7:45 p.m. prior to the drawing.

Minimum guaranteed jackpot payout is \$10,000.

If individuals do not agree with the rules of this game, there is no obligation to play. The Marian Catholic High School Queen of Hearts Committee reserves the right to amend these rules as needed prior to any week's drawing. Such amendments will be communicated on the Marian Catholic website and Facebook page.

Marian Catholic Queen Hearts committee members are not eligible to enter the raffle. The Queen Hearts committee members are defined as:

- Marian Catholic Executive Committee
 - Vince Krydynski, President
 - Steve Tortorello, Principal
 - Colleen Peabody, Vice President of Advancement
 - Curt Schubert, Chief Financial Officer
- Mike Taylor, Associate Athletic Director
- Carol Swanson, Director of Development & Alumni Relations
- Beth Fleming, Spartan Shop Manager
- Mary Harrison, Business Manager

The family members of the above individuals will be allowed to participate, as long they are legally allowed to participate (i.e. over the age of 18).

PROCEDURES

Cash Collections and Deposit

At least once a week on the drawing date our Business Manager and/or other designated representative will do a cash collection and raffle ticket reconciliation at Rudy's @ Balagio during normal business hours. The Business Manager will use the Marian Catholic Reconciliation Sheet to do this reconciliation.

On the same day the Business Manager will also accumulate any cash collections received from all internal Marian Catholic raffle tickets sales and will do raffle ticket reconciliation related to these cash receipts.

A deposit ticket will be created and the cash collected will be deposited into our Old Second Bank Account for the Queen of Hearts raffle on the same day.

Every evening on the drawing date a committee member and/or other designated representative will do a cash collection and raffle tickets reconciliation. The Marian Catholic Reconciliation Sheet will be used to do this reconciliation. A deposit ticket will be created and the cash collection will be deposited into the night time drop box at Old Second Bank.

In the event that the amount of cash collected by Rudy's @ Balagio exceeds \$5,000 prior to the weekly collection, they will be instructed to immediately notify a committee member. On this day the Business Manager, a committee member, or other designated representative will do a cash collection and raffle ticket reconciliation and will deposit the money collected into Old Second Bank that day.

Security

For security purposes, whenever there is a pick-up of a cash collection that is or could potentially be more than \$2,000, the Business Manager, committee member, and/or other designated representative will be accompanied by either one or more security guards or another designated Marian Catholic representative.

Payment of Raffle Winnings

A committee member and/or designated representative will require all winners to complete an IRS Form W-2G. This form has the name, address and social security number of winner. The committee member and/or designated representative will also get the phone number of the winner.

All winnings will be paid by check payable to the winner. The Business Manager will cut this check and ensure that it gets to the winner the next business day.

If the winnings are more than \$5,000, Marian Catholic is required to withhold federal tax equal to 24% of the winnings.

Revenue and Expenditures Accounting

All revenue and expenditures related to the Queen of Hearts will be recorded in the natural revenue or expense classifications in the Advancement Department 040 under the Queen of Hearts Project Code 2600.

Use of Net Proceeds

All of the net proceeds of the Queen of Hearts Raffle will be used for current or future year's athletic needs as determined by Marian Catholic's leadership and Booster Club.