



RAFFLE TICKET REQUEST FORM

To request raffle tickets this form must be submitted to the Student Activities Office, Student Center, L104, at least ten (10) days prior to the start of ticket sales.

Today's Date: _____

Date tickets needed by: _____ Dates of ticket sales: _____

Contact Person: _____ Email: _____ Phone: _____

Number of Tickets Requested: _____ (maximum of 200 tickets printed at one time)

Information for Raffle Tickets:

Type of Raffle (*check one*) Class A Class B (See Raffle Guidelines #3)

Organization & Raffle Name: _____

Prizes or percentage of winnings (e.g. 50/50) _____

Date of Raffle Drawing: _____ Time: _____ Location of Raffle: _____

Ticket Cost: \$ _____ Multiple Ticket Cost: _____ for \$ _____

SAMPLE TICKET

UW-Parkside Student Org Council 900 Wood Rd P.O. Box 2000 Kenosha, WI 53141-2000	Ticket# Top Prize: \$500.00
Student Org's Fun Raffle Drawing: September 1, 2012 at Noon Location: Student Activities Office	
License #	\$1 each or 6 for \$5
<div style="display: flex; justify-content: space-between;"> <div style="writing-mode: vertical-rl; transform: rotate(180deg);"> Name: Ticket Buyer Address: Student Center 900 Wood Rd Box 2000 City, State: Kenosha, WI Phone: 262-595-2307 </div> <div style="writing-mode: vertical-rl; transform: rotate(180deg);"> Ticket # </div> </div>	

List all prizes and approximate retail value: _____

List all expenses: _____

List all donations and source of donations: _____

TO BE COMPLETED WITHIN 48 HOURS OF RAFFLE:

All stubs for raffle tickets sold and all unsold tickets must be returned to the Student Activities Office with 48 hours of the raffle drawing. All tickets/stubs must be archived for one (1) year.

List of persons, including name and address, winning prizes with a retail value of \$ 100 or more (attach a list).

Name	Address / City / State / Zip

Raffle Date: _____ Gross Receipts: \$_____ Expenses: \$_____ Net Profits: \$_____

This form was completed by:

Name: _____ Date: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Email: _____