

1 The BCCF will organize and administer this raffle in accordance with current BC Gaming Commission regulations.

2 Schedule as follows:

Dec. 6, 2019
Early Mar. 2020

Deadline: signed contracts in to BCCF office
Tickets out to choirs - raffle begins (actual date depends on when the license reaches us)

May 1, 2020
May 30, 2020

Deadline: all money/stubs/unsold tickets must reach BCCF
Prize draw at Chorfest 2020 in Langley

Jun. 30, 2020

Cheques out to choirs for their 10% commission

Sep. 15, 2020

Deadline for submission of choir invoices for balance of proceeds

3 Participating choirs must be BCCF members in good standing throughout the project.

4 Participating choirs will contract to sell books of tickets with ten tickets in each book. **The deadline for returning contracts is Dec. 6, 2019.** The raffle will only take place if a minimum of 1,000 books are contracted. Prizes awarded will be cash and will range from \$100 to at least \$1,000. The top prize may increase to \$2,000 or more if warranted by increased participation.

5 Each participating choir will appoint a responsible representative to liaise with the BCCF Raffle Administrator, Brigid Coult.

6 At the end of the campaign, choir 'reps' will complete the BCCF report form listing all tickets sold, for which they will send the full value of \$2 each and any lost or unsold tickets for which they will remit 80¢ each. Unsold tickets must be returned complete but their stubs will not be entered in the draw. Any lost tickets must be documented as well. **NOTE: ALL CHEQUES ARE PAYABLE TO THE BC CHORAL FEDERATION.**

7 Choirs may purchase unsold tickets with choir funds, entering the choir's name on the ticket stub to go into the draw. If these tickets win, prize cheques are made payable to the choir. Choirs risk nothing by taking this option because they would have to remit 80¢ for the unsold ticket anyway and the balance of \$1.20 will be returned to the choir, as for all other sold tickets.

8 On or before May 1, 2020, it is the choir's responsibility to deliver at its own expense by hand, mail or courier, a well-organized package containing everything listed in #6 above to:

BCCF Raffle: #35 – 3640 No. 5 Rd. / Richmond, BC / V6X 2T7
Tel: 604-272-4216 Email: projectmanager@bcchoralfed.com

BCCF office: Tel: (604) 733-9687 or: (Toll-free in BC) 1-877-733-9688

9 On or before Jun. 30, 2020, the BCCF will return to the choirs 20¢ from each \$2 ticket sold (10% allowed as commission). The other portion of the proceeds (50%) owing to the choirs will be paid out upon receipt of an invoice for reimbursement, showing how the money will be/has been spent. The BCCF will pay all prizes and other related expenses from the 80¢ it retains.

Note Minors are not permitted to sell or to purchase raffle tickets under Class "A" licence regulations.