**Note from Project Manager Brigid Coult about e-tickets**

We’re getting questions about how the electronic ticketing process works.

Right now we're in a chicken-and-egg time with Raffle Nexus, because we can't formally sign a contract with them until we've done our own Raffle application and know what our numbers are. Once we're booked with them, they will be supplying detailed instructions (probably video) on the how-to.

Our understanding is that if you ask for 50 books / 500 tickets, we will allocate numbers - so you might get assigned tickets #501-1000. You can then let us know how many of them you want in hard-copy books, and how many you want assigned to e-tickets. So you might say you want 300 e-tickets and 20 books of 10. We get tickets #501-700 printed up and sent to you; books of tickets are handled in the usual way we’ve always done it, with the coordinator needing to assign books for selling, and then collect and sort the stubs and the money, mailing them to us before the deadline.

With e-tickets, you are given a link which you can give to your sellers and which they pass it on to the people who are buying. It can be emailed or texted or just posted to your website. The buyer clicks on the link which only goes to your Raffle Nexus page, chooses how many tickets they want, is assigned numbers from the #701-1000 set, pays online and is emailed a confirmation. All the financials and communications are automated, so there is no handling of money or tickets by the choir. The raffle coordinator will have access to the records and can see how many tickets are sold. I think we can assign individual singers' names as sellers, so the coordinator can know who needs reminding.

The sneaky part I like is that if all your hard-copy tickets are sold, we can reassign e-ticket numbers and print off more books - or vice versa: if the e-tickets are selling faster than the hard-copy ones, we can take a few books out of circulation and move them to e-tickets. That's not something the coordinator would need to do - you'd contact me, and I can do it easily.

The more e-tickets, the easier it is on the coordinator; the more hard-copy books you need, the more it's the same wind-up hassle of sorting stubs and sending money.

Once we have the Raffle licence application in, and are formally in contract with Raffle Nexus, I will be in communication with all raffle coordinators to confirm the process; I’ll be on hand throughout the selling period to do any necessary trouble-shooting.