



Mat-Su Amateur Hockey Association
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Organizing a Raffle

So you are thinking about doing a raffle as a team or organization fundraiser? Great idea! Raffles are a terrific way to raise money. Please take the time to familiarize yourself with the guidelines below to make things easier and more efficient for all parties, as well as to comply with the state gaming laws.

1. There is a \$50 fee for MAHA teams, or a \$200 fee for a nonprofit agency other than MAHA to use the gaming permit. This fee covers the cost of taxes and fees that are associated with the Gaming Permit.
2. In order to do a raffle, your team or organization must first submit a written request to the MAHA Board of Directors. They will vote on it at the next regularly scheduled board meeting.
3. You must then get in contact with the acting “Member in Charge of Gaming.” She or he will get you the forms you’ll need and answer questions so you’ll know exactly how to proceed.
4. If you are planning to do a quick raffle such as 50/50, bucket raffle, or raffle with a merchandise prize at an event, you can just use the raffle tickets you buy at the store with two parts; one the contestants keep, and one they put in the bucket. These raffles **MUST** be conducted at a single event, at a single time and gaming location, with all players present.
5. If you are doing a regular raffle where you will be selling tickets over an extended period, you’ll need to have tickets printed up. The tickets must be sequentially numbered and contain the following information on its face:

- A description of the prize
- Mat-Su Amateur Hockey Association
- Our state-issued permit number (624)
- Date and location of the drawing
- The price of the tickets
- “Need not be present to win”

The detachable stub on a raffle ticket must provide this information:

- Our permit number (624)
- Adequate space for a player to write their name, address, and phone
- The same number as is on the face of the ticket

5. The raffle prize must be purchased before the raffle is performed.
6. The drawing must occur at the time and location specified on the tickets.
7. After the winner(s) have been picked and prizes have been claimed, fill out the “Raffle Results” forms and notify the Member in Charge.
8. At no time should any of the monies collected or the expenses incurred be deposited or debited from the team account. All cash and checks must go through the MAHA Gaming Account. The Member in Charge will then write a check to your team for the proceeds.
9. If any of these directions are unclear to you, don’t hesitate to call the Member in Charge listed above.

Thank You!