

## Raffle Request

The following information is needed from all organizations requesting to hold a raffle within the City of Spearfish. Please attach any additional information regarding your organization or cause that you wish the Council to review.

Name of Organization: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone number and/or email address: \_\_\_\_\_

Item(s) being raffled:

Cost of tickets: \_\_\_\_\_

Dates of ticket sales: \_\_\_\_\_

Date of drawing: \_\_\_\_\_

Proceeds from the raffle to benefit: \_\_\_\_\_

\_\_\_\_\_

The request for the raffle will be placed on the next Legal & Finance Committee agenda for approval. The request, if approved, will be forwarded to the City Council as an informational item. The Council does not take "official action" unless to deny the raffle request. After the Council Meeting, ticket sales may begin.

Finance Office Use Only:

Legal & Finance Date: \_\_\_\_\_

City Council Date: \_\_\_\_\_

Approved or Denied

### **SAVE your completed form**

Send a copy to the Finance Office for your request to be placed on the next agenda. Either print and deliver or email your saved form to [karla.weber@cityofspearfish.com](mailto:karla.weber@cityofspearfish.com)