



**VILLAGE
OF NORTHBROOK**
Office of the Village Manager
 1225 Cedar Lane
 Northbrook, Illinois 60062
 847 272-5050 FAX: 847 412-5805
www.northbrook.il.us

Raffle License Application

This application must be completed and filed with the Office of the Village Manager not less than thirty (30) days prior to the date set for the commencement of the distribution of the raffle chances. *A thirty dollar fee is required to hold a raffle.* The applicant organization must be recognized as a non-profit entity. Completion of this application is pursuant to Chapter 15, Article XIV of Northbrook's Municipal Code. Please contact the General Government Department at (847) 664-4010 with any questions.

Organization: _____ **Phone:** _____
Address: _____
Is Organization a Bona Fide Nonprofit? Y N **Years in Village:** _____

Raffle Manager: _____ **Phone:** _____
Address: _____ **Member of Organization?** Y N

Date Chance Distribution Begins: _____ **Raffle Date:** _____
Location of Winner Selection: _____

*Please note that if the value of the top prize is \$500 or less or if the aggregate value of all prizes is \$1,500 or less, then the cost per chance cannot exceed \$20. Regardless of prize value, no chance can be sold for more than \$100.

Cost per Chance: \$ _____ **Retail Value of TOP PRIZE:** \$ _____
Aggregate Retail Value of ALL PRIZES: \$ _____

*The Raffle Manager must tender a Fidelity Bond to the Village in an amount equal to the aggregate value of the prizes to be awarded in the raffle. This requirement can be waived if the Raffle Manager submits a bond waiver in the form of proof that the Organization's membership or Board of Trustees have voted unanimously in favor of the waiver.

Fidelity Bond (copy attached) **Bond Waiver** (copy attached)
Bond Amount: \$ _____

We do hereby certify that (organization) _____ is a bona fide non-profit (religious, charitable, labor, fraternal, educational, veterans') organization which has been in existence for at least five years with a bona fide membership engaged in carrying out organizational objectives and we have received, understand and will adhere to applicable provisions of Chapter 15, Article 14 of the Northbrook Municipal Code.

Subscribed and sworn before me this _____ day of _____, 20____.

 Notary Public

 President of Organization

Based on the information submitted, I hereby grant the applicant organization permission to hold a raffle as outlined above.

 Village Manager

 Date

FIDELITY BOND WAIVER AND RELEASE OF ALL CLAIMS
Village of Northbrook Raffle License No. _____

We, the authorized officers or designees of _____ (“*Applicant*”) and the Applicant’s raffle manager, _____ (“*Raffle Manager*”), submit this Fidelity Bond Waiver and Release of All Claims (“*Waiver and Release*”) as a supplement to the Applicant’s application for a license to conduct a “raffle,” as that term is defined in Article XIV of Chapter 15 of the Northbrook Municipal Code, as amended (“*Municipal Code*”), on _____, 20 __, at _____ (“*Raffle*”).

In consideration of the Village of Northbrook (“*Village*”) granting the Applicant a license to conduct the Raffle, the Applicant and Raffle Manager hereby agree as follows:

Section One. Recitals:

A. The Applicant has submitted or is submitting concurrently with this Waiver and Release an application for a license to conduct the Raffle.

B. Section 15-509 of the Municipal Code requires that the Raffle be supervised by a designated manager, who must provide a fidelity bond to the Village as a condition of the license required for the Proposed Raffle (“*Bond*”), but that the Bond requirement will be waived if the raffle manager submits to the Village Manager proof that the members of the Applicant have unanimously voted in favor of waiving the Bond requirement.

C. By executing this Waiver and Release, the undersigned hereby represents, warrants, and attest that all of the members of the Applicant voted unanimously to waive the Bond requirement on _____, 20____.

D. By operation of and pursuant to Section 15-509 of the Municipal Code, Applicant and Raffle Manager shall be granted a waiver from the Bond requirement.

Section Two. Acknowledgement and Assumption of Risk of Injury:

The Applicant and Raffle Manager agree to assume the full risk of claims of every kind, known and unknown, present and future and all costs, damages, and losses that the Applicant, the Raffle Manager, or any person, may sustain as a result of either: (i) the waiver of the Bond requirement; or (ii) the operation of the Raffle.

Section Three. Release and Indemnification:

A. The Applicant and the Raffle Manager shall, and do hereby, waive, release, and relinquish all claims of every kind, known and unknown, present and future, that the Applicant or the Raffle Manager may have against the Village and its public or appointed officials, officers, agents, attorneys, and employees, arising out of, connected with, or in any way related to either: (i) the waiver of the Bond requirement; or (ii) the operation of the Raffle.

B. The Applicant and the Raffle Manager shall, and do hereby, agree to, indemnify, and defend the Village and its public or appointed officials, officers, agents, attorneys, and

employees, from and against any and all claims of every kind, known and unknown, present and future, arising out of, connected with, or in any way related to either: (i) the waiver of the Bond requirement; or (ii) the operation of the Raffle.

Section Four. Applicant's and Raffle Manager's Understanding:

The Applicant and the Raffle Manager have read and fully understand this Waiver and Release and execute this Waiver and Release without any reservation whatsoever.

RAFFLE MANAGER

APPLICANT ORGANIZATION

By: _____
Print Name

By: _____
Print Name

Its: _____
Title

Its: _____
Title

By: _____
Print Name

Its: _____
Title

By: _____
Print Name

Its: _____
Title