

## NOTES FOR SMALL SOCIETY LOTTERIES

1. Registration The 'society' applying for registration to provide small society lotteries must be a non-commercial organisation that is established and conducted: • For charitable purposes, • For the purpose of enabling participation in, or of supporting, sport, athletics or a cultural activity, and • For any other non-commercial purposes other than that of private gain. The society must apply for registration to the Council for the area in which their principal office is situated.

2. Purpose of lottery A small society lottery may only be promoted for the purposes (or any of the purposes) for which the society is conducted.

3. Minimum distribution for fund-raising purpose The arrangements for a small society lottery must ensure that at least 20% of the proceeds of the lottery are applied to a purpose for which the society is conducted.

4. Maximum prize It must not be possible for the purchaser of a ticket in a small society lottery to win by virtue of that ticket (whether in money, money's worth, or partly the one and partly the other) more than £20,000.

5. Rollover The arrangements for a small society lottery may include a rollover only if each other lottery that may be affected by the rollover is a small society lottery promoted by or on behalf of the same society. This paragraph is subject to number 4 above.

6. Yearly Aggregate The aggregate value of tickets that may be put on sale in a calendar year (1PstP Jan to 31PstP Dec) must not exceed £250,000.

7. Tickets Where a person purchases a lottery ticket in a small society lottery he must receive a document which— (a) identifies the promoting society, (b) states the price of the ticket, (c) states the name and an address of— (i) a member of the society who is designated, by persons acting on behalf of the society, as having responsibility within the society for the promotion of the lottery, or (ii) if there is one, the external lottery manager, and (d) either— (i) states the date of the draw (or each draw) in the lottery, or (ii) enables the date of the draw (or each draw) in the lottery to be determined. For the purpose of sub-paragraph (1) a reference to a person receiving a document includes, in particular, a reference to a message being sent or displayed to him electronically in a manner which enables him to— • retain the message electronically, or • print it.

8. Price The price payable for each ticket in a small society lottery— (a) must be the same, and (b) must be paid to the promoter of the lottery before any person is given the ticket or any right in respect of membership of the class among whom prizes are to be allocated. Membership of the class among whom prizes in a small society lottery are allocated may not be dependent on making any payment (apart from payment of the price of a ticket).

9. Registration The promoting society of a small society lottery must, throughout the period during which the lottery is promoted, be registered with a local authority in accordance with Part 5 of Schedule 11 of the Gambling Act 2005.

10. Filing of records (1) The promoting society of a small society lottery must send to the local authority with which the society is registered under Part 5 of this Schedule a statement \* of the matters specified in number (2) below. (2) Those matters are— (a) the arrangements for the lottery (including the dates on which tickets were available for sale or supply, the dates of any draw and the arrangements for prizes (including any rollover), (b) the proceeds of the lottery, (c) the amounts deducted by the promoters of the lottery in respect of the provision of prizes (including the provision of prizes in accordance with any rollover), (d) the amounts deducted by the promoters of the lottery in respect of other costs incurred in organising the lottery, (e) any amount applied to a purpose for which the promoting society is conducted, and

(f) whether any expenses in connection with the lottery were defrayed otherwise than by deduction from proceeds, and, if they were— (i) the amount of the expenses, and (ii) the sources from which they were defrayed. (3) The statement must be sent to the local authority during the period of three months beginning with the day on which the draw (or the last draw) in the lottery takes place. (4) The statement must be— (a) signed by two members of the society who are appointed for the purpose in writing by the society or, if it has one, its governing body, and (b) accompanied by a copy of the appointment under paragraph (a). (5) A member signing a statement in accordance with number (4) must be an adult.

Note: A pro-forma return is available from the Council Licensing Team (telephone 0208 430 2000)

Newham Council

Licensing Team

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