

# RAFFLE & BINGO

## Middletown Township

### LICENSE APPLICATION PROCEDURES



#### Application

1. Please complete four (4) Raffle/Bingo applications per event. (providing original signatures of officers & members in charge with notary and raised seal on **all 4 copies**)
2. Show original valid Identification/registration card Issued by the **Legalized Games of Chance Control Commission**.
3. Submit four (4) copies of sample ticket (**OFF PREMISE MERCHANDISE & 50/50 RAFFLES ONLY**)
4. Applications must be completed and submitted to the Township Clerk's office **ten (10) days prior** to the next Township Meeting to be approved by the Township Committee, **in accordance with N.J.A.C. 13:47-4.1**
5. Upon Approval by the Township Committee, the application and applicable fees are forwarded to the Legalized Games of Chance Control Commission (LGCCC) for approval.
6. Licenses will be issued **approximately 14 calendar days** after the Township Committees approval, unless it has been rejected by the LGCCC, **pursuant to N.J.A.C. 13:47-4.3**

**Upon completion of a Raffle or Bingo the reports of operations shall be sent to the LGCCC no later than the 15th day of the calendar month immediately following the calendar month in which the Bingo/Raffle was held. A copy of this report should be sent to the Township as well.**

Revised 12/16/2019

#### SCHEDULE OF FEES:

**On Premise 50/50 Raffle:** *On premise is defined as: Tickets are only sold at the time and the place of the drawing and winner must be present.* No fees should be submitted since the applicant cannot determine if the value of the prize(s) exceeds \$400.00. If the proceeds exceed \$400.00 please submit a check to the LGCCC in the amount of \$20.00 for each day on which a drawing(s) is to be conducted under the license.

**On Premise Merchandise Raffle:** If the value of the prize should exceed \$400 or more it requires a per day or per event \$20.00 check made payable to the Township of Middletown and a \$20.00 check made payable to the Legalized Games of Chance Control Commission (LGCCC).

**Off Premise 50/50 Raffle:** *Off premise is defined as: Tickets sold in advance of the drawing and winners need not be present to win.* This requires a \$20.00 check made payable to the Township of Middletown and a \$20.00 check made payable to the LGCCC. If the retail value of the prize(s) awarded exceeds \$1,000.00 an additional \$20.00 per thousand or part thereof, is to be paid upon filing the reports of operations. **SAMPLE TICKET REQUIRED**

**Off Premise Merchandise Raffle:** Requires a \$20.00 check made payable to the Township of Middletown and a \$20.00 check made payable to the LGCCC. If the **RETAIL** value of the prize( awarded exceeds \$1,000.00, an additional \$20.00 for each \$1,000.00 or part thereof, is to be paid to the Township of Middletown and the LGCCC upon submission of application. **SAMPLE TICKET REQUIRED**

**Instant Raffles:** Requires a check for \$20.00 payable to the Township of Middletown and a check for \$20.00 payable to the LGCCC for each day on which the instant raffle tickets are sold or offered for sale. For a one (1) year license a check of \$750.00 is payable to the Township of Middletown and another check of \$750.00 should be made payable to the LGCCC upon submission of application.

**Bingo:** Requires a check for \$20.00 payable to the Township of Middletown and an additional check for \$20.00 payable to the LGCCC **PER BINGO DATE.**

Legalized Games of Chance Control Commission  
CAN BE REACHED AT  
(973) 273-8000

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#### 2020 Township Meeting Dates

|           |           |    |
|-----------|-----------|----|
| January   | (Tuesday) | 21 |
| February  | (Tuesday) | 18 |
| March     |           | 16 |
| April     |           | 20 |
| May       |           | 18 |
| June      |           | 15 |
| July      |           | 20 |
| August    |           | 17 |
| September |           | 21 |
| October   |           | 19 |
| November  |           | 16 |
| December  |           | 21 |

**FINGERPRINTING IS MANDATORY FOR ALL MEMBERS IN CHARGE.**

**PLEASE CONTACT THE TOWNSHIP CLERK'S OFFICE PRIOR TO SUBMISSION OF APPLICATION**

**PLEASE MAKE SURE ALL INFORMATION IS SUBMITTED IN A TIMELY MANNER IN ORDER TO FACILITATE YOUR LICENSE!**

**APPLICATIONS NOT RECEIVED IN THE TIME REQUESTED WILL NOT BE PROCESSED!**

# Middletown Township 2020

PLEASE MAKE SURE ALL  
INFORMATION IS SUBMITTED  
IN A TIMELY MANNER IN ORDER  
TO FACILITATE YOUR LICENSE!

APPLICATIONS NOT RECEIVED IN  
THE TIME REQUESTED  
WILL NOT BE PROCESSED!

**LEGALIZED GAMES OF CHANCE  
CONTROL COMMISSION  
CAN BE REACHED AT  
(973) 273-8000**

**Carnival Games or Wheel: & Non Draw Wheel :** Requires a \$20.00 check payable to the Township of Middletown and a \$20.00 check payable to the LGCCC for each game or wheel held on any one day, or any series of consecutive days *not exceeding 6 at one location.*



**Special Door Prize Raffle:** Requires **NO FEE** and **NO LICENSE**, the merchandise can be donated or purchased and has a retail value of \$200.00 or less .  
**NOTE:** Can be conducted with other raffles.

**Calendar Raffle: RAFFLE MUST BE FOR A 3 MONTH DURATION.**

Requires a \$20.00 check payable to the Township of Middletown and a \$20.00 check payable to the LGCCC. If the retail value of prizes awarded exceeds \$1,000.00, checks must include additional fees in the amount of \$20.00 for each \$1,000.00 or part thereof over the initial \$1,000.00.

**Golf Hole-In-One:** Fees determined by Prizes.

**Armchair Race:** Requires a \$50.00 check payable to the Middletown Township and an additional 50.00 check payable to the LGCCC (per licensed day of operation) No Money Prizes– Merchandise /Gift Cards and Form 13 submitted with application.

**Casino Nights or Texas Hold'EM:** Requires a check for \$100.00 payable to the Township of Middletown and a \$100.00 check payable to the LGCCC (per occasion) No Money Prizes.-Merchandise/Gift Cards and Form 13 submitted with application.

## ANY QUESTIONS REGARDING RAFFLES, BINGOS AND/OR THE LEGALIZED GAMES OF CHANCE MAY BE DIRECTED TO THE

| TOWNSHIP MEETING DATE | APPLICATION DEADLINE | APPROXIMATE RELEASE DATE |
|-----------------------|----------------------|--------------------------|
| JANUARY 21 (TUES)     | JANUARY 10           | FEBRUARY 4               |
| FEBRUARY 18 (TUES)    | FEBRUARY 7           | MARCH 3                  |
| MARCH 16              | MARCH 6              | MARCH 30                 |
| APRIL 20              | APRIL 13             | MAY 4                    |
| MAY 18                | MAY 8                | JUNE 1                   |
| JUNE 15               | JUNE 5               | JUNE 29                  |
| JULY 20               | JULY 10              | AUGUST 3                 |
| AUGUST 17             | AUGUST 7             | AUGUST 31                |
| SEPTEMBER 21          | SEPTEMBER 11         | OCTOBER 5                |
| OCTOBER 19            | OCTOBER 8            | NOVEMBER 2               |
| NOVEMBER 16           | NOVEMBER 5           | NOVEMBER 30              |
| DECEMBER 21           | DECEMBER 11          | JANUARY 4                |



**We're on the Web!**  
[www.Middletownnj.org](http://www.Middletownnj.org)