



# RAMSDELL VILLAGE HALL

CIO 1177240 Ramsdell Church & Village Hall

## Village Lottery: How will it work?

### During the setting-up phase:

1. Prospective Village Lottery members add their name and email address to the **Expression of Interest** form, and indicate whether they would prefer to pay monthly or a year in advance, and whether they will want one or two tickets in the 12 draws.
2. When we have received interest for 50 tickets, we will send each prospective member a **Registration** form to sign up for the Village Lottery.
  - a. We will ask each person for their address and phone number so we can contact them if they win a prize. We will ask their preferred method of communication.
  - b. We will also ask if they are happy for their name to be mentioned when we publish information about Lottery winners on our website and social media.
  - c. Participation in the Lottery costs £60 per ticket per year. According to the prospective member's choice, we will provide them with information to:
    - Set up a standing order for monthly £5 per ticket payments from their bank account to the Ramsdell Village Hall account.
    - Pay £60 per ticket in advance for the year's entries by bank transfer, credit/debit card or cheque.
3. Once we receive a prospective member's Registration form, we will let them know which ticket number(s) they have been allocated. They will keep the same number(s) for all the draws.
4. The personal information that prospective members provide on the EoI and Registration forms will be stored securely on a computer for administrative purposes, along with a record of their payments and any prizes they win. They may request a copy of the information we hold about them.

### First month of the Lottery (January 2023):

1. We will expect to receive each Lottery member's payment (monthly or annual) during the first week of the month. After that we will contact anyone who had registered but not paid to sort out any payment issues.
2. On the last Friday of January (27<sup>th</sup>) we will carry out the first draw. To ensure randomness, we will pull numbered balls from a bag. The draw will be witnessed.
3. The winner will be contacted by their preferred means and arrangements made to transfer the prize money to them.
4. News of the Lottery win will be published on the Ramsdell Village Hall website and social media. This will include the winner's name if consented.

### Subsequent months:

1. A similar pattern will be followed from February onwards. The quantity and values of prizes each month will depend on the number of tickets in the draw. We target to return 25% of the ticket sale proceeds as prizes over the course of 12 months.

These are the prize values, quantities and frequencies we will introduce as the Village Lottery membership grows:

Tickets in Draw	50	100	200	300
Monthly Prize	£50	£50	£75	£100
Quarterly Prize		£100	£250	£500
Additional Christmas Prizes	£150	£500	3x £100	3x £100
			£750	£1,000

2. Draws will take place on the last Friday of each month:
  - The numbers for monthly prizes will be drawn every month (12 times per year)
  - The numbers for quarterly prizes will be drawn in March, June, September and December (4 times per year)
  - The numbers for the Christmas prizes will be drawn in December (1 time per year)

Ramsdell Church & Village Hall is registered with Basingstoke and Deane Borough Council to operate Small Society Lotteries. The Promoter and contact for the Ramsdell Village Hall Lottery is: Paul Kelly, West Cottage, Chineham Lane, Basingstoke, RG24 9LR (paul.kelly@gmx.com)