



## Victorian Commission for Gambling and Liquor Regulation

### Gaming information sheet

# Fundraising involving minor gaming activities

Many clubs rely on fundraising activities, such as raffles, to maintain financial viability. There are rules and conditions limiting how these activities can be run.

Some gaming related fundraising activities require a club (or any organisation) to obtain a minor gaming permit from the Victorian Commission for Gambling and Liquor Regulation (VCGLR) and be declared as a community or charitable organisation.

### Can anyone conduct a minor gaming activity?

An organisation conducting a raffle, fundraising event (casino night) or bingo game can only do so if they have been declared as a community or charitable organisation by the VCGLR.

To be declared as a community or charitable organisation, an organisation must demonstrate that it is conducted in good faith and exists for:

- a philanthropic or benevolent purpose
- the purpose of a sporting or recreational club
- the purpose of a political party.

They must complete the relevant application form and lodge it no less than 28 days before the minor gaming activity is to be carried out as stated in the *Gambling Regulation Act 2003* (the Act).

An organisation is “declared” when the VCGLR has assessed the application and approved it to be a community or charitable organisation in accordance with the Act. If your organisation has been approved, the VCGLR will advise you in writing and provide you with a declaration number.

A declaration remains in force for a period of 10 years unless the declaration is revoked or renounced.

All organisations that have been approved are listed in the [declared community and charitable organisations database](#) on the VCGLR website.

Any person who wishes to raise funds for a declared organisation via a gaming activity must have written consent from the governing body of that organisation.

### Which activities require a minor gaming permit?

The activities requiring a minor gaming permit are:

- raffles (where the total prize pool value exceeds \$5000)
- lucky envelopes
- fundraising events (casino nights).

(See the following sections for details of how these activities can be conducted legally.)

Upon the issue of a minor gaming permit, the person nominated by the organisation is responsible on behalf of the organisation for conducting activities specified on the permit and is liable under the Act for these activities. If the person nominated leaves the organisation, the organisation must appoint a new nominee and notify the VCGLR within seven days.

If your organisation has been declared, an application to conduct minor gaming activities should be submitted at least 21 days before the activity date.

**Note:** Your organisation may also be liable if another club or charity is conducting one of the above activities illegally on your premises.

Other activities which may be conducted to raise funds for clubs include:

- footy tipping competitions
- cup (i.e. Melbourne Cup or other horse race) sweeps
- members’ draws
- bingo.

These activities do not require a minor gaming permit, but there are rules and conditions around how they are conducted.

For example, the VCGLR must be notified of an organisation's intent to run a bingo session at least seven days prior to the first bingo session. Minors, under the age of 18, are not allowed to play bingo. See the [Bingo – Frequently asked questions](#) page on the VCGLR website for more information on how to conduct bingo, record keeping and supervision requirements.

When fundraising with minor gaming activities, remember to make sure your club:

- is approved and registered as a declared community and charitable organisation. There is no fee to apply. The declaration is valid for 10 years from the date of approval.
- has a minor gaming permit approved before conducting raffles with a prize value over \$5000, lucky envelopes or other fundraising events (such as casino nights.)
- reviews and follows the legislation and regulations governing gaming activities.

If in doubt, check the VCGLR website – [vcglr.vic.gov.au](http://vcglr.vic.gov.au) or call the VCGLR on 1300 182 457.

## Raffles

A raffle is a fundraising lottery with goods or services as prizes. The Act states that prizes in a raffle will not include money, stocks or shares or security for payment of money, unless the money is part of a travel prize. That is, if the raffle prize is travel associated, such as accommodation or flights, a maximum of 10 per cent of the total value of the prize can be cash. Debit cards are considered to be money and therefore not permitted to be offered as prizes in raffles. Gift cards may be permitted to be used as prizes if they are limited in scope. For example, a gift card for a specific store may be an acceptable prize.

Under the Act, there are three types of raffles:

1. Raffles with prize values greater than \$5000. These always require a minor gaming permit
2. Raffles with prize values less than \$5000. A minor gaming permit may not be required if prescribed conditions are followed
3. Raffles with prize values of \$500 or less, known as 'small raffles'. These are the least restrictive raffles so long as the value of multiple raffles does not exceed \$1000 within an eight-hour period.

A raffle permit can be issued for a period no longer than two years and a conditions permit is issued for the period of the activity.

Minors, under the age of 18, are permitted to buy and sell raffle tickets as long as the prize is not liquor. For legal requirements for each type of raffle see the [raffles frequently asked questions](#) on the VCGLR website.

**Note:** Reverse raffles, where the last ticket drawn is declared the winner, are illegal in Victoria. The Gambling Regulations 2015 states that the first ticket drawn must win first prize.

## Lucky envelopes

A lucky envelope is a lottery ticket where the result is predetermined. The ticket must be made so that the result cannot be seen until after it is sold. Lucky envelopes are also known as 'bingo tickets', (due to the word 'bingo' spelt along the front of the ticket), 'pull-tabs' or 'break opens'.

Tickets may be sold in various ways:

- by hand or at a bar
- a lucky envelope machine where a ticket is dispensed after inserting money
- an electronic lucky envelope machine – where a number is displayed on the screen and the machine prints out a ticket. If the ticket number matches the number on the prize list on the machine screen, that ticket is a winner
- punchboard - a hole to be pushed into the punchboard to get a ticket with a number on it, then if the number matches the one shown on the prize list of the punchboard, that ticket is a winner.

Lucky envelopes can only be sold on behalf of a declared organisation that holds a minor gaming permit for the sale of lucky envelopes. Permits are issued for a period of up to two years, although a shorter period can be approved if requested. It is an offence for a lucky envelope to be sold to persons under the age of 18 years.

The name of the permit holder and the permit number must be clearly visible to patrons at the point of sale. Organisations are required to keep records relating to the sale of lucky envelopes for three years. The prescribed information regarding what must be recorded is detailed on the [Lucky Envelopes](#) page on the VCGLR website.

## Fundraising (casino night) events

A fundraising event such as a casino night, is a function held by a declared community or charitable organisation to raise money through the playing of casino-type games. The declared organisation must hold a current minor gaming permit which specifies the gaming activity which the organisation intends to conduct. Without a minor gaming permit, it is illegal for the games to be played other than at the licenced casino. The minor gaming permit is issued for the specific event and is in force for the period of the gaming activity.

Entry to the function would normally entitle a person to obtain 'play' money or chips to participate in the games. At the end of the function, the 'play' money or chips cannot be converted into cash, however can be used to purchase prizes.

For more information about gambling and liquor laws:

- visit the VCGLR website – [vcglr.vic.gov.au](http://vcglr.vic.gov.au)
- call 1300 182 457
- email: [contact@vcglr.vic.gov.au](mailto:contact@vcglr.vic.gov.au)

This publication avoids the use of legal language. Information about the law may have been summarised or expressed in general statements. This information should not be relied upon as a substitute for professional legal advice or reference to the actual legislation. Authorised by the Victorian Government.

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