



***New Jersey Office of Attorney General***  
Division of Consumer Affairs  
Legalized Games of Chance Control Commission  
124 Halsey Street, 6th Floor, P.O. Box 46000  
Newark, New Jersey 07101  
(973) 273-8000

## **Instructions for Filing the Raffle Report of Operations**

Pursuant to N.J.A.C. 13:47-9.1, licensees must file a report of operations with the Legalized Games of Chance Control Commission no later than the 15th day of the calendar month immediately following the calendar month in which the licensed activity was held, operated or conducted.

You must download this report and complete ALL of the entries for each occasion(s) relating to the conduct of all raffles, except for instant raffle games and carnival games and wheels. Once completed, a member/officer must certify that he/she has reviewed the report and that the information provided is true, accurate and complete. This will require the person to state his/her name and title, and that person must complete the information on page 3 and have the report notarized.

The Raffle Report of Operations for the conduct of off-premises 50/50 or merchandise raffles is to be accompanied with a sample ticket. Reports are to be mailed to Legalized Games of Chance Control Commission, P.O. Box 46000, Newark, New Jersey 07101, or emailed to [PetermanA@dca.lps.state.nj.us](mailto:PetermanA@dca.lps.state.nj.us) .

It is recommended that you maintain a copy of all reports as part of the organization's records.



# New Jersey Office of Attorney General

Division of Consumer Affairs  
Legalized Games of Chance Control Commission  
124 Halsey Street, 6th Floor, P.O. Box 46000  
Newark, New Jersey 07101  
(973) 273-8000

## Raffle Report of Operations

Please print clearly.

Identification number \_\_\_\_\_

Municipality \_\_\_\_\_ License number \_\_\_\_\_

Name of licensee \_\_\_\_\_

Organization \_\_\_\_\_

Street address \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_

ZIP code \_\_\_\_\_

Location of games \_\_\_\_\_

This report, as required by N.J.S.A. 5:8-37 and N.J.A.C. 13:47-9, must be filed with the Legalized Games of Chance Control Commission no later than the 15th day of the month following the conduct of the game(s) of chance.

**Occasion 1**      Date \_\_\_\_\_ Time \_\_\_\_\_ Type of raffle \_\_\_\_\_

|                           |          |                            |          |                  |          |
|---------------------------|----------|----------------------------|----------|------------------|----------|
| 1. Number of tickets sold | _____    | 4. Cost of prizes          | \$ _____ | Type of prize(s) | _____    |
| 2. Ticket price           | \$ _____ | 5. Supplies/Equipment cost | \$ _____ |                  |          |
| 3. Gross receipts         | \$ _____ | 6. Other expenses          | \$ _____ |                  |          |
|                           |          | 7. Total expenses          | \$ _____ | 8. Net proceeds  | \$ _____ |

**Occasion 2**      Date \_\_\_\_\_ Time \_\_\_\_\_ Type of raffle \_\_\_\_\_

|                           |          |                            |          |                  |          |
|---------------------------|----------|----------------------------|----------|------------------|----------|
| 1. Number of tickets sold | _____    | 4. Cost of prizes          | \$ _____ | Type of prize(s) | _____    |
| 2. Ticket price           | \$ _____ | 5. Supplies/Equipment cost | \$ _____ |                  |          |
| 3. Gross receipts         | \$ _____ | 6. Other expenses          | \$ _____ |                  |          |
|                           |          | 7. Total expenses          | \$ _____ | 8. Net proceeds  | \$ _____ |

**Occasion 3**      Date \_\_\_\_\_ Time \_\_\_\_\_ Type of raffle \_\_\_\_\_

|                           |          |                            |          |                  |          |
|---------------------------|----------|----------------------------|----------|------------------|----------|
| 1. Number of tickets sold | _____    | 4. Cost of prizes          | \$ _____ | Type of prize(s) | _____    |
| 2. Ticket price           | \$ _____ | 5. Supplies/Equipment cost | \$ _____ |                  |          |
| 3. Gross receipts         | \$ _____ | 6. Other expenses          | \$ _____ |                  |          |
|                           |          | 7. Total expenses          | \$ _____ | 8. Net proceeds  | \$ _____ |

**Occasion 4**      Date \_\_\_\_\_ Time \_\_\_\_\_ Type of raffle \_\_\_\_\_

|                           |          |                            |          |                  |          |
|---------------------------|----------|----------------------------|----------|------------------|----------|
| 1. Number of tickets sold | _____    | 4. Cost of prizes          | \$ _____ | Type of prize(s) | _____    |
| 2. Ticket price           | \$ _____ | 5. Supplies/Equipment cost | \$ _____ |                  |          |
| 3. Gross receipts         | \$ _____ | 6. Other expenses          | \$ _____ |                  |          |
|                           |          | 7. Total expenses          | \$ _____ | 8. Net proceeds  | \$ _____ |



