

# Guidelines for Class A & Class B Raffles

Often time during the United Way Campaign, companies will hold raffles to raise funds for their Marshfield Area United Way campaign. Marshfield Area United Way has both a Class A Raffle License and a Class B Raffle License that can be utilized by company's holding these raffles. Please see below to find out which raffle license number to request from United Way and the directions for creating the tickets and executing the raffle within your company.

**Class A:** Class A License is needed when tickets are sold in advance and the day of the raffle. Tickets are pre-printed with all raffle information on them. The winner does not need to be present to win.

Class A Raffle tickets must include the following:

1. Consecutive numbering on both ticket portions
2. The name and address of the organization sponsoring the raffle (with raffle license so that would be Marshfield Area United Way):  
Marshfield Area United Way  
612 W Blodgett Street  
Marshfield, WI, 54449
3. The raffle license number (changes every year so please contact our office; [info@marshfieldareaunderway.org](mailto:info@marshfieldareaunderway.org) or 715-507-5005)
4. Listing of prizes if over \$500 in value
5. Date, time and place of drawing
6. Price of a single ticket and discounted multiple tickets price
7. Space for purchaser's name, address and phone number on the stub
8. For raffles with prizes valued at \$5,000 or more, a statement on the ticket that all taxes are the responsibility of the winner.

Marshfield Area United Way must have a copy of your raffle ticket, a report on the amount raised and all raffle stubs after the drawing.

In the event the raffle drawing is canceled, all receipts must be returned to the ticket purchasers. The first or grand prize has to be drawn first, but may be disclosed after 2<sup>nd</sup> and 3<sup>rd</sup> prizes.

Tickets cannot be sold more than 270 days before the drawing.

Class A Ticket Sample:

Name \_\_\_\_\_

Address \_\_\_\_\_

Marshfield Area United Way  
 612 W Blodgett Street  
 Marshfield, WI 54449



Marshfield Area United Way

147  
 Dollar Value

Explanation of prize here

**Class B:** Class B License is needed when tickets are only sold the day of the raffle. Generic raffle tickets may be used. Winner for this type of raffle must be present to win.

Class B Ticket Sample:

