



## DEKALB COUNTY SHERIFF'S OFFICE MELODY M. MADDOX, SHERIFF

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### DEKALB COUNTY SHERIFF'S OFFICE RAFFLE LICENSING INFORMATION

*These requirements must be met in order to obtain a license to conduct raffles.*

- 1) Name and home address of applicant or if applicant is a corporation, association, or other similar legal entity.  
  
The names and home addresses of each of the officers of the organization  
  
The names and addresses of the directors, or other persons similarly situated, of the organization.
- 2) The names and home addresses of each of the persons who will be operating, advertising, or promoting the raffle.
- 3) The names and home addresses of any persons, organization or other legal entities that will act as surety for the applicant or to which the applicant is financially indebted or to which any financial obligation is owed by the applicant.
- 4) Convictions, if any, for any criminal offense other than minor traffic offenses of each person listed in numbers 1, 2 and 3 of the raffle application.
- 5) Status of the organization. Must be one of the following:  
  
Nonprofit tax-exempt, church, school, civic organization, or related support group; or  
  
Nonprofit organization qualified under Section 501 (c) of the Internal Revenue Code, as amended; or  
  
Bona fide nonprofit organization approved by the Sheriff.
- 6) A determination letter from the Internal Revenue Service certifying that the applicant is exempt under federal tax law must be provided.

- 7) A determination letter from the Georgia Department of Revenue certifying that the applicant is exempt under tax laws of the State must be provided.
- 8) No license shall be issued to any nonprofit, tax-exempt organization unless the organization has been in existence for 24 months immediately prior to the issuance of the license.
- 9) The location at which the applicant will conduct the raffle(s).
- 10) List the certified or registered public accountant and the organization responsible for filing the disclosure report of operation expenditures and receipts to the operation of raffles in the previous year.

*Any nonprofit, tax-exempt organization desiring to obtain a license to operate raffles shall make application to the Sheriff on forms prescribed by the Sheriff and shall pay an annual fee of \$100.00. The license will expire at 12:00 Midnight on December 31 following the granting of the license. Renewal application for each calendar year shall be filed with the Sheriff prior to January 1 of each year.*

*Notwithstanding the other provisions of House Bill 456, the Sheriff, upon receiving written application, therefore, shall be authorized to issue a special limited license to a nonprofit, tax-exempt organization, which will allow it to operate up to three raffles during a calendar year. Each such single raffle shall be conducted in its entirety during a period not to exceed 30 days. In such cases, the Sheriff shall waive the fee.*

*On or before April 15<sup>th</sup> of each year, every nonprofit, tax-exempt organization engaged in operating raffles shall file with the Sheriff a report disclosing all receipts and expenditures relating to the operation of raffles in the previous year.*

***For complete information regarding raffles please review the attached copy of House Bill 456***