

LEWES DISTRICT COUNCIL
LOTTERIES AND AMUSEMENTS ACT 1976 (AS AMENDED)
**DETAILS OF A FUND-RAISING SCHEME BY MEANS OF A PUBLIC
 LOTTERY**

1. Name and Address of the Society		
2. Name and address of the Registration Authority	The Director of Planning & Environmental Services Lewes District Council PO Box 2706 Southover House, Southover Road, Lewes BN7 1BW	Licence No <hr/>
3. Name & address of Promoter authorised to conduct this scheme		
4. Name and address of two members of the Society (other than the person named in 3 above) who are authorised to certify the Lottery Returns on behalf of the Governing Body		
5. Type of Lottery (eg Draw/Raffle/Instant Lottery, etc)		
6. Maximum number of lotteries to be promoted under this scheme in any period of 12 months is (This number must not be exceeded)	_____	
7. The total income from the sale of tickets/chances sold in the lottery(ies) will not exceed: (maximum anticipated result)	£ _____	
8. Proportion of the whole proceeds of any Separate lottery within this scheme which may be appropriated for the provision of prizes	£ _____ (note: not exceeding 55%)	
9. The proportion specified in (8) above shall not be exceeded except in the following special Circumstances: <ul style="list-style-type: none"> (i) The proceeds of the lottery fall short of the sum reasonably estimated; (ii) The appropriation is made in order to fulfil an unconditional undertaking as to prizes given in connection with the sale of the relevant tickets or chances, and (iii) The total amount appropriated for prizes does not exceed the amount which could have been appropriated out of the proceeds of the lottery if the proceeds had amounted to the sum reasonably estimated. 		

10. This scheme makes the following further provisions (if any): -
The above scheme has been approved by the Society at their meeting held on: _____ (Date) [and modified on the _____ (Date)]
Signed _____
<div style="display: flex; justify-content: space-around; width: 100%;"> Chairman Secretary </div>

NB When completed *in duplicate*, this form should be handed to the person named in 3. Above as his authority to organise the public lottery on behalf of the Society (the duplicate copy to accompany the completed Return Form within 3 months of the draw/lottery).

NOTES TO HELP YOU TO COMPLETE THIS FORM

Statement 6: Enter the number of lotteries intended to be promoted within a period of 12 months

Statement 7: Enter the total face value of tickets/chances to be used in the lottery (for example 200 tickets @ £1 each = £200).

Statement 8: Enter the amount of the proportion of the lottery proceeds which may be appropriated for the provision of prizes. (You should show this as a monetary amount). [This should not exceed 55% of the total lottery proceeds]

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The Lottery Scheme Form is an important document and should be completed and retained as the promoter's and society's written authority to organise the public lottery or lotteries. A duplicate of the completed Scheme Form should also accompany all Return Forms in respect of the lotteries which are authorised.