

## **THE ROTARY CLUB OF GLOUCESTER QUAYS**

### **100 CLUB RULES**

The Rotary Club of Gloucester Quays (the Club) has decided to operate a small society lottery to be known as the 100 Club.

The trustees of the Club shall also act as trustees of the 100 Club. The trustees may delegate the running of the 100 Club to others from time to time as they see fit.

These rules must be published at all times on the Club's website together with the name and address of the member of the Club that is responsible for the promotion of the lottery from time to time.

The lottery will not require a Gambling Commission licence, but must be registered with the local authority, the Gloucester City Council (GCC) to comply with the Small Society Lotteries (Registration of Non-Commercial Society) Regulations 2007.

The purpose of the 100 Club is to raise £3,600.00 per annum for charitable distribution.

Any costs (which does not include prizes) of organising the lottery will be borne by the Club and shall not reduce any amounts that would otherwise be available for charitable distribution.

Each member of the 100 Club will pay £4 per month to the club.

Members of the 100 Club must be over the age of 18 but do not have to be members of the Club.

A member joins the 100 Club by completing an application form (see below) and making monthly payments to be received by 15<sup>th</sup> of each month or the next working day where the 15<sup>th</sup> is not itself a working day. If a member fails to make a monthly payment, their membership will be suspended immediately and shall not be reinstated until the they have paid a monthly subscription. Any payment received after 15<sup>th</sup> of a month shall not lead to reinstatement of membership until after the draw for that month has been completed. Any excess payments shall be passed to the Club for charitable distribution without providing any entitlement to participate in a draw.

Membership of the 100 Club will be limited to 100 members.

If the number of members of the 100 Club falls below 90, members will be asked to stop making payments until such time as further members can be recruited and draws will be suspended. Any excess payments shall be passed to the Club for charitable distribution without providing any entitlement to participate in a draw.

Members of the 100 Club will be assigned a number, unique to that member.

Each month, on the third working day after 15<sup>th</sup> of the month, so long as the number of members exceeds 90, the 100 Club will use a semi-random process to find a number from those assigned to members who are not suspended (a Draw). In so doing, the 100 Club will take reasonable measures to avoid bias in the choice of numbers but recognises that no process is truly random.

The member of the 100 Club whose number is chosen each month in a Draw will be entitled to a cash pay-out of £100. Such pay-out will be sent to the member by direct bank transfer using the bank account details given on the membership form within five working days following the draw. Each member shall be responsible for signing a new membership form and providing the same to the 100 Club in good time following a change in bank account details. If a payment is returned because the bank account details are incorrect, the funds will be provided to the Club for charitable distribution and shall no longer be payable to the member.

Each month, the 100 Club will email members, including suspended members, confirming their membership status, their number, the winning number and attaching a copy of these rules.

Each month, where a Draw has taken place, the 100 Club will make available the remaining income received (ie £260 to £300) to the Club for charitable distribution at the Club's discretion.

On a quarterly basis, the 100 Club shall report the following information to GCC and the same information shall be placed on the Club's website:

- the date on which tickets were available for sale;
- the date of each draw;
- the total proceeds of the lottery;
- the amounts deducted by promoters of the lottery in providing prizes (ie £300);
- the amounts deducted by the promoters of the lottery in respect of costs incurred in organising the lottery (ie Zero);
- the amount applied directly to the purpose for which the promoting society is conducted (ie between £780 and £900); and
- confirmation that no unpaid expenses remain to be paid out of lottery proceeds.

This statement must be signed by at least two members who have been appointed, in writing, by the trustees of the Club for this purpose and must be accompanied by a copy of that appointment.

On an annual basis, the 100 Club shall report on the Club's website, the proportion of lottery proceeds (as a percentage) returned to the Club in the previous calendar year.

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### 100 CLUB MEMBERSHIP FORM

Please complete this form, except your signature, in BLOCK CAPITALS.

Name  (note that this must match the name on your bank account below)	
Email Address	
Address	
Postcode	
Date of Birth	
Bank Account Number	
Bank Sort Code	
I confirm that I have received, taken note of and accept the rules of the 100 Club	
Signed  (if sending electronically, you can sign by typing your name again here)	
Date	