



Saskatchewan 4-H Lottery #24

Thank you for participating in the Saskatchewan 4-H Lottery!

There are two types of tickets again this year. The first type of ticket will be for our regular Lottery with the chance to win one of our prizes. The second type is a 50/50 add on ticket, where one lucky winner will receive 50% of all the proceeds (up to \$20,000) sold in Saskatchewan! Tickets for the raffle are \$5.00 each and the 50/50 add on are \$2.00 each. Please take note of how proceeds of lottery tickets are distributed back to the club:

- Clubs will receive 60% of **fully sold** lottery books
- Clubs will receive 30% of partially sold lottery books
- Clubs will receive 60% from each 50/50 add on sold (this includes partially sold books as well)

As the tickets start to be returned to the office, we will update our website at www.4-h.sk.ca to keep you updated on the prize amount for the 50/50!!

You will find your ticket books, a Distribution Sheet and a Rebate Application included with this letter.

Getting Started:

- Distribute your tickets to your 4-H members or 4-H families. Please use the **Distribution Sheet** that we've included and carefully mark down who has each lottery book (using the book numbers). We have included a seller sheet this year, to help the youth understand how to sell the tickets. This is the green paper included in each ticket book.
- Use the **4-H Lottery Posters** that we've included to promote the lottery! Fill in your club contact information in the provided space, and put up the posters in your community! If you want more posters, contact the 4-H office.
- Please advise your ticket sellers of their responsibility in complying with the 4-H lottery requirements. **Make sure that each of your sellers know:**
 - Ticket are \$5.00 each and \$2.00 for the 50/50 add on. There are 20 tickets per book. If someone wants to purchase an entire book, the value is \$140.00.
 - You must purchase one lottery ticket for each 50/50 ticket with the same corresponding ticket number.
 - The draw date is August 19, 2020 in Saskatoon at the Saskatchewan 4-H office.
 - Tickets are limited to **Saskatchewan residents** only. Please ensure to communicate this with your club and ticket purchaser.

- Ticket buyers should not use pre-addressed stickers on tickets. All addresses must be hand written. This is because each ticket must be identical in thickness and weight to enter into the lottery drum.
- When they should return the tickets to you, the club administrator (we recommend early in July to give you time to get things together and returned to 4-H by July 24, 2020).
- They are responsible for these tickets and should take care not to lose or ruin them!

Administrative Information: Please read carefully

- **Lottery books are the responsibility of the club, district, and the individuals selling them, including lost and destroyed tickets.**
- Clubs do not pay for lost or destroyed books unless tickets have been sold from them. If one or more tickets are sold and then lost or destroyed, clubs or districts are responsible for collecting the names of the people who purchased the tickets so they can be included in the draw. If they cannot remember who the tickets were sold to, the club is responsible to send in the money for the entire book, but will not be reimbursed their portion of the ticket sales whether the book was completely or partially sold. The Club is required to notify the Saskatchewan 4-H Office of the books that were stolen or lost. This must be reported to SLGA.
- The **Rebate Application Form is required.** This is required by the SLGA who regulate our lottery. The purpose is to ensure that all proceeds raised by the lottery will benefit youth. Please indicate how your club plans to use your proceeds (make note of the eligible and ineligible expenses).
 - The total of your expenses listed should equal your anticipated rebate.
 - For example, if you sell 10 books for total proceeds of \$1,000, your club's rebate will be 60%, or \$600. You should indicate how you would use \$600 in your club. For example – host Achievement Day – facility rental (\$300), judge fee (\$240), administration (10% = \$60).
- Proceeds for each **fully sold book** are a 60/40 split. Please see chart on distribution of proceeds on the rebate application form.
- If you have a partially sold book, and 50/50 tickets sold, the club will receive 30% of the partially sold tickets, (70% supports 4-H Provincial programming) and 60% of the 50/50 portion of tickets sold.

Returning your Tickets:

- Lottery books are due back to the Saskatchewan 4-H Office by **the deadline date July 24, 2020.** You do not have to wait until the deadline, you can return your tickets as soon as they are all sold.

- You must return ALL books and ALL money to the 4-H Saskatchewan office. When returning books, we need to know which books are lost or destroyed. Please indicate this on your Distribution Sheet.
- Please use the **Distribution Sheet** and **Rebate Application Form** when you return your tickets!
- Please indicate on the lottery book cover how many individual Lottery Tickets were sold, and also 50/50 add on tickets were sold. The amount of 50/50 tickets in the book cannot exceed the amount of Lottery tickets.
- Please write one cheque from your Club for **ALL** of the money collected made payable to the Saskatchewan 4-H Council. **DO NOT** send cash or personal cheques in the mail.
- Please ensure to get a tracking number for the lottery parcel when you send in your envelope.
- Once we have received all the tickets, money, distribution sheet and the rebate application form, a cheque for 60% of the proceeds of **COMPLETELY** sold books will be sent to your club once your cheque clears deposit.
- If requirements are not met by the July 24, 2020 deadline, the club will not receive their portion of the tickets sold.

Please call the Saskatchewan 4-H Office at 306-933-7727 if you have any questions. Good luck with your lottery ticket sales!

Shirley Wensley, Administrative Assistant

P: 306-933-7727 | www.4-h.sk.ca



4-H Saskatchewan

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CANADA
4-H Saskatchewan

Saskatchewan 4-H Lottery #24 Rebate Application Form

This Form must be completed by the Club in Order to Receive Rebate

Must be received by the Saskatchewan 4-H Provincial Office by July 24, 2020

Club Name: _____

Club Contact Person: _____

Phone: _____ Address: _____

Postal Code: _____ Email: _____

Calculate your Club Rebate

		CLUB PORTION
<p>COMPLETELY SOLD BOOKS (ALL regular \$5.00 raffle tickets AND all 50/50 tickets in the book are sold)</p>	<p><i>Your club receives 60% of all completely sold books!</i></p> <p># of Completely Sold Books (A) _____</p> <p>(A) x \$140.00 = (B) \$ _____</p>	<p>(B) x 60% =</p> <p>(C) \$ _____</p>
<p>FULLY SOLD BOOKS (ALL regular \$5.00 raffle tickets are sold, but <u>only some 50/50 tickets</u> are sold)</p>	<p><i>Your club receives 60% of fully sold books!</i></p> <p># of Fully Sold Books (D) _____</p> <p>(D) x \$100.00 = E \$ _____</p> <p><i>Your club receives 60% of all 50/50 ticket sales</i></p> <p># of individual 50/50 tickets sold in 'Fully Sold' books (F) _____</p> <p>(F) x \$2.00 = (G) \$ _____</p> <p>(E) + (G) = (H) \$ _____</p>	<p>(H) x 60% =</p> <p>(J) \$ _____</p>
<p>PARTIALLY SOLD BOOKS (Only some \$5.00 tickets are sold, and only some 50/50 tickets are sold)</p> <p>Tip: There are 20 tickets in each book</p>	<p><i>Your club receives only 30% of lottery tickets from partial books</i></p> <p># of individual raffle tickets sold in 'partial' books (K) _____</p> <p>(K) x \$5.00 = (L) \$ _____</p> <p><i>Your club receives 60% of all 50/50 ticket sales</i></p> <p># of individual 50/50 tickets sold in 'partial' books (M) _____</p> <p>(M) x \$2.00 = (N) \$ _____</p>	<p>(L) x 30% =</p> <p>(O) \$ _____</p> <p>(N) x 60% =</p> <p>(P) \$ _____</p>
<p>TOTAL CLUB REBATE (C + J + O + P)</p>		<p>\$ _____</p>

Tip
It's better for the club to fully sell the regular raffle tickets so that you get 60% of their sales! If there's just a few tickets left, try to sell them!

Please indicate where your club proposes to allocate the funds.

SLGA regulations require the funds to be used for programs involving and supporting YOUTH. The total expenses should be equal to your club portion of the proceeds (B).

Eligible Items	Amount
Administration (max 10% of total)	\$
	\$
	\$
	\$
TOTAL EXPENSES (G)	\$

A few examples of eligible/ineligible Items:

- 1) Education – proceeds may be used to pay travel and related expenses to host or attend workshops, clinics, meetings, conferences and seminars that are related to Saskatchewan 4-H’s program and services.
- 2) Administrative Costs - (up to 10% of your total) this includes stationary, postage, newsletters and space rental fees for meetings. Food and beverages are not considered eligible.
- 3) Promotion – costs related to promoting your 4-H club or 4-H events are typically eligible.
- 4) Equipment – proceeds can be used for equipment or clothing owned by the club, but not that will belong to individual members. It can also not be used for equipment purchased to produce a profit.
- 5) **Ineligible Expenses** – any gifts, prizes, or food expenses are typically NOT eligible for use of lottery and gaming proceeds. Events that are primarily social or recreational also are not typically eligible (ex. Bowling night). Please do NOT include any expenses for food, gifts, social events, or prizes

All eligible and ineligible uses of lottery proceeds are available in the Charitable Gaming Manual on the Saskatchewan Gaming and Liquor’s website at www.slga.gov.sk.ca. See: Section 8, Use of Proceeds