

Kendall County Clerk
111 W Fox St
Yorkville IL 60560
Phone 630-553-4104 Fax 630-553-4119

Raffle Application Instructions

Applicant needs to be a bona fide organization that has been in existence for 5 continuous years.

If the total aggregate value of the prize is under \$500, the organization is automatically licensed without applying.

If organization is located in a municipality they do not need a County raffle permit – need to check with the city

** *Political organizations* wanting to hold a raffle, must contact the State Board of Elections

1. Applicant must completely fill out application (2 pgs.), and Official Bond
- Must be Notarized
2. Leave application for County Clerk's approval
3. We will notify the applicant when the application is approved (if not done immediately, while they are here)
4. Fee: Based on raffle prize amount
- \$ 1 – 500 No Fee
- \$500 and up \$10.

After Raffle:

Each licensee shall report the following records to its membership and the County Clerk's office

- The gross receipts, expenses, and net proceeds generated by conducting the raffle
- An itemized list of all reasonable operating expenses which have been deducted from the gross receipts
- An Itemized list of the distribution of the net proceeds
- A list of prize winners
- Keep records for 3 years