

How to run raffles and lotteries

A fun way to boost your fundraising while getting as much support as you can from friends, family and colleagues for Hft!

If you've decided to organise a raffle, lottery, sweepstake or competition for Hft, it's very important that you review all of the relevant legal requirements before you get started to ensure that your event is legal and compliant.

We've set out some guidelines to cover the [legal requirements](#) below, but for more in-depth information please contact your local authority and/or the [Gambling Commission](#).



How to run a raffle or lottery legally

- Lotteries, raffles and some prize draws are regulated under the Gambling Act 2005
- For certain types of lotteries, tickets may only be sold to people who are 16 or over. Check with the guidelines from the [Gambling Commission](#) as to whether your fundraising activity should have age limits
- Every ticket sold for a raffle/lottery should have the same chance of winning the prize
- If you think your event will require a licence, you must inform your local authority who will be able to provide detailed information on the legal requirements of running a raffle and obtaining licences
- If your raffle required a licence from your local authority, you must submit a return to them within the time limit required. The details required will depend on the council and you should check this when you are requesting your licence
- Gift Aid cannot be claimed on money raised through a raffle or lottery

Workplace Lottery

You can run a lottery, raffle, tombola or sweepstake with people you work with without needing a licence.

- Tickets can only be sold to colleagues who work at the same single set of premises
- Tickets cannot be sold online, via email or over the telephone; this must be done in person
- A physical ticket must be provided to those who purchase one
- Gift Aid cannot be claimed on any money raised through a workplace lottery

For further information on how to run a lottery at your workplace, please have a look at the following information provided by the [Gambling Commission](#).

Sweepstakes

Sweepstakes can be run against many major competitions such as sporting events, or TV talent shows. Sweepstakes do not require a licence from the Gambling Commission, however they must follow some rules to ensure they are legal:

- Entry price must be the same for everyone taking part
- If running a sweepstake at work, employees must all be employed to work from the same location
- Gift Aid cannot be claimed on any money raised through a sweepstake

Competitions

A prize competition that people pay to enter does not require a licence to run, as long as the outcome is determined by the participants knowledge or skill. This would be the inclusion of a question or puzzle to be in with a chance of winning. This is unlike lotteries, which rely wholly on chance.

- Gift Aid cannot be claimed on any money raised through a competition
- For further information on prize competitions please have a look on the following information provided by the [Gambling Commission](#)

How to ask for those raffle prizes?

- We can provide you with a letter to confirm you are fundraising for Hft. You can use this to show businesses who you're fundraising for, and ask for some great donations
- Ask, Ask, Ask – the worse that can happen is you'll hear "no"
- Start local and ask in person – it's much harder to say no face to face!
- Ask local businesses for prizes - they're often eager to support charities



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