



## **Rules for the Search for the Queen of Hearts Raffle**

### **Delray Beach BPOE Lodge 1770**

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[www.delrayelks.org](http://www.delrayelks.org)

- 1) Equipment required: A series of two-part, sequentially numbered raffle tickets; a raffle ticket drum; a standard deck of fifty-four playing cards; fifty-four envelopes numbered 1 through 54; and a game board onto which these envelopes can be affixed side-by-side and held securely by a locking, transparent cover.
- 2) The raffle shall be run by a Queen of Hearts committee ("the Committee") consisting of no fewer than four (4) Lodge members in good standing.
- 3) To prepare for each game, a deck of playing cards shall be placed face down on a surface. Each card shall be placed into an unnumbered envelope and shuffled. Numbers shall then be applied. The envelopes shall be placed side-by-side onto the game board. The transparent game board cover shall then be closed and locked.
- 4) The Lodge shall offer a series of two-part, sequentially numbered raffle tickets for sale for a donation of \$1.00 per ticket or six tickets for \$5.00. Tickets must be purchased from a Committee member and may only be purchased by an Elk in good standing. A current Elks membership card MUST be presented to the Committee salesperson at the time of purchase. No card, no play.
- 5) Each player must write his or her name on the Lodge's part of the ticket. The player may also write his telephone number and/or the number of the envelope that he wishes to select if his ticket is drawn. The Lodge's part of the ticket will then be deposited into the raffle ticket drum. Tickets that have been mutilated in any way (i.e. bent, creased, folded, etc.) will be discarded at the discretion of the Committee members.
- 6) The purchasing player MUST retain the other part of the ticket as a receipt for verification purposes. The number on the drawn raffle ticket must match the printed number on the receipt presented for the prize.



- 7) Sixty percent (60%) of the net proceeds (monies collected from the sale of raffle tickets less administrative expenses and/or prize monies shall be designated for the Grand Prize Pool of the current game. Ten percent (10%) of the net proceeds shall be used to fund the Grand Prize Pool for the game that begins immediately after the Queen of Hearts has been selected in the current game.
- 8) The remaining thirty percent (30%) of the net proceeds collected from the sale of raffle tickets shall be donated to the Lodge Charity Account.
- 9) One raffle ticket shall be drawn each Friday night at 7:00 pm from among all of the tickets sold for each drawing.
- 10) The participant holding the winning ticket must show the EXACT MATCHING stub and, only after that has been confirmed, shall be declared the winner of that drawing. If the participant is present for the drawing, he will be given the option to take either a \$500.00 cash prize or to "Search for the Queen of Hearts". This option will only be offered when the Grand Prize Pool is greater than \$15,000.00.
- 11) If a player opts to search for the Queen of Hearts, he shall select one of the numbered envelopes. A committee member will remove the selected envelope from the locked case and open it. If that envelope contains the Queen of Hearts, the holder of the winning raffle ticket selecting that envelope shall be awarded the Grand Prize.
- 12) If a player elects to take the \$500.00 prize, he or she gives up the opportunity to win any additional prize monies. However, an envelope will still be selected and opened. If that envelope contains the Queen of Hearts, the game shall continue to the following week. The player whose ticket is drawn the following week shall be the winner of the Grand Prize subject to the same rules/regulations of authenticity and verification. Then the game will proceed as described in sections 19 and 20 below.
- 13) If a player elects to search for the Queen of Hearts and the selected envelope contains the Queen of Diamonds, Clubs or Spades, that player shall receive a \$150.00 prize. If the selected envelope contains a joker, that player shall receive a \$200.00 prize. For all other cards, the prize will be \$100.00.
- 14) A player need not be present at the drawing to win. If an absent player's ticket is drawn and the player's telephone number has been written on the ticket, a committee member will call the player to advise them that their ticket has been drawn. If there is no telephone number on the ticket, that ticket will be discarded and another ticket will be drawn.
- 15) If the absent player has written his envelope selection on the ticket, that envelope will be opened. If the player has not written his selection on the ticket or if his selection is no longer in play, his selection will default to the lowest numbered envelope that is still in play. An absent player who has selected the Queen of Hearts will receive 100% of the Grand Prize. The winning player will then have 72 hours to produce his ticket and claim his prize. A digital copy or photograph of the ticket will also be accepted.



If the prize is not the Grand Prize and is not claimed within 72 hours, it will be rolled into the current jackpot. If the prize is the Grand Prize and is not claimed within 72 hours, the game shall continue to the following week. The player whose ticket is drawn the following week shall be the winner of the Grand Prize subject to the same rules/regulations of authenticity and verification. Then the game will proceed as described in sections 19 and 20 below.

- 16) If a player's name is illegible on the back of the winning ticket or if there is no name on the back of the winning ticket, that ticket shall be discarded and a new ticket shall be drawn.
- 17) The weekly raffle drawings shall continue until a winner selects the Queen of Hearts.
- 18) Once the Queen of Hearts has been selected ticket sales will be suspended and no drawing will be held on the following Friday night to allow the Committee to meet and amend the rules if necessary. Ticket sales will resume at a time and date determined by the Committee.
- 19) The proceeds from the current week's sales will not be included in the current week's jackpot. If the Queen of Hearts is not selected in the current week's drawing, then the current week's sales will be split as described in sections 7 and 8 above. However, if the Queen of Hearts is drawn, then 100% of that week's sales will be used to fund the new jackpot. Donations to the Lodge charity account will be suspended for that week.
- 20) One free ticket will be given each Friday to any member in good standing who requests one.
- 21) When the Queen of Hearts is selected, the winning player shall be awarded the Grand Prize as described herein above. Any prize winner over \$600.00 will receive a W-2G to report the winnings. Taxes on any prize over \$5,000.00 will be assessed and transferred to the IRS by the lodge to conform to all federal, state and Grand Lodge laws and policies. The winner must provide photo identification, a valid Elks membership card and tax information so that all appropriate Internal Revenue Service documents (including IRS Form W-2G & Form 5754) can be issued by the Lodge. The assessed tax is currently set at 28% of the Jackpot. A winner from an out of state Lodge may also have state taxes withheld in accordance with the laws of his state of residence.
- 22) Any questions regarding the interpretation of these rules should be referred to the Queen of Hearts Committee.