



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

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

265 NE 4th Ave  
Delray Beach, FL 33444  
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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; a second standard deck with the jokers and queens removed; 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) Three General Ledger accounts will be established within the Lodge Restricted Funds bank account to support this raffle: the Current Jackpot, the Next Jackpot, and the Reserve Fund.
- 4) Any purchases made to support this raffle will be paid for by the Reserve Fund. At the Committee's discretion, the Reserve Fund may also be used to augment the starting jackpot of a new game. The Reserve Fund's main source of revenue will be a fixed amount added weekly from the proceeds of the ticket sales. This amount will be determined by the Committee.
- 5) To prepare for each game, a deck of playing cards shall be placed face down on a table. Each card shall be placed into an unnumbered envelope. The envelopes will be shuffled, and numbers will then be applied to them. The envelopes shall be placed side-by-side onto the game board. One card will then be randomly selected as the "Gotcha card" from the second deck of cards. The Gotcha card will be posted on the game board. The transparent game board cover shall then be closed and locked.
- 6) The Lodge shall offer a series of two-part, sequentially numbered raffle tickets for sale for a donation of \$5.00 for 3 tickets. 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.
- 7) Each player must write or ink-stamp 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.

8) 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.

9) Seventy percent (70%) of the net proceeds (monies collected from the sale of raffle tickets less administrative expenses and prize monies) shall be deposited in the Current Jackpot account. Twenty-five percent (25%) of the net proceeds shall be deposited in the Next Jackpot account.

10) The remaining five percent (5%) of the net proceeds collected from the sale of raffle tickets shall be donated to the Lodge Charity Account.

11) One raffle ticket shall be drawn each Friday night at 7:00 pm from among all of the tickets sold for each drawing.

12) 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.

13) The winning ticket holder will then 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 Current Jackpot. The funds in the Next Jackpot account will then be transferred to the Current Jackpot account

14) If the player selects the Gotcha card, he or she will be awarded 10% of the Current Jackpot. The game then ends, and the remaining 90% of the Current Jackpot will be rolled into the next game.

15) If the selected envelope contains the Queen of Diamonds, Clubs or Spades, that player shall receive a \$200.00 prize. If the selected envelope contains a joker, that player shall receive a \$150.00 prize. For all other cards, the prize will be \$100.00.

16) 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.

17) 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 or the Gotcha card will receive 80% of the appropriate prize, 10% will be added to the Queen of Hearts Reserve Fund, and 10% will go to the Lodge. The winning player will then have 72 hours to produce his ticket and claim his prize. If the prize is not the Current Jackpot and is not claimed within 72 hours, it will be rolled into the new jackpot. If the prize is the Current Jackpot 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 Current Jackpot subject to the same rules/regulations of authenticity and verification. Then the game will proceed as described in sections 20 and 21 below.

18) 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.

19) The weekly raffle drawings shall continue until a winner selects the Queen of Hearts or the Gotcha card.

20) Once the Queen of Hearts or the Gotcha card has been selected ticket sales will be suspended. The Committee may decide that 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.

21) 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 9 and 10 above. However, if the Queen of Hearts or the Gotcha card is drawn, then 100% of that week's sales will be used to fund the new jackpot. The new jackpot will also be funded by transferring all of the funds in the Next Jackpot account to the Current Jackpot account. Donations to the Lodge charity account will be suspended for that week.

22) One free ticket will be given each Friday to any member in good standing who requests one.

23) When the Queen of Hearts or the Gotcha card is selected, the winning player shall be awarded the appropriate prize as described 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 24% 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.

24) Any questions regarding the interpretation of these rules should be referred to the Queen of Hearts Committee.