

	<b>Comets Baseball Club Inc</b>			<b>Page 1 of 1</b>
	<b>Process Name</b>	<b>Owner</b>	<b>Updated</b>	<b>Location</b>
	Pub Raffle	Secretary	22 February 2012	Club/Pub Raffle <b>Pub_Raffle_Procedures_1 202.doc</b>

- On the Monday before your roster give your on-site contact a call to let them know who will be attending from your team. (Minimum of 3 people are required)
- Turn up at 5.30 and let the bar staff know that you are there to do the raffle
- There is no float to start the raffle.
- Keep a record of the lowest number you are selling from the first book.
- Make up in groups of 6 (see pricing for large groupings which are a factor of 6)
- Don't get tickets out of sequence, **THIS IS VERY IMPORTANT.** You don't want stray unsold tickets at the end of selling.
- At about 5.50pm, take some change, some tickets, the calico bag, one of the meat trays and start to walk around selling tickets.
- Don't forget Pokie room and the Beer garden. Do it again about 6.15pm
- Leave one person with the other tray selling tickets; don't be afraid to ask people as they go by.
- At about 6.00 and again at 6.15, ask pub (or do it yourself) to announce that the raffle is on with two "Super meat trays".
- At about 6.30, a group of boxers come down, they usually buy a bit, so wait for them.
- After this, when there is a lull, yell out its last chance for tickets, we are about to draw the prizes.
- Give the pub rep the numbers, so they can start the raffle.
- The raffle is drawn when you sell \$300 worth of tickets or around 6:30ish if you reach \$300 in takings prior to that time.
- Following the draw, change as much coin into notes at the bar
- Count the money and record on the envelope. Place money for the butcher in a separate envelope.
- Remember, the more tickets we sell, the more the club gets from the raffle. Don't be shy!
- In case of any questions please bell Jason Noye 0412 062 834, or ask Comets people who are down there.



## Super Meat Raffle

\$5 = 6 strips = 36 numbers  
\$10 = 12 strips = 72 numbers  
\$20 = 30 strips = 180 numbers!

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