



\_\_\_\_\_  
 Name

\_\_\_\_\_  
 Address

\_\_\_\_\_  
 City State Zip

Account #: \_\_\_\_\_

WV/RAF-1  
 rtL178 v 13-web

**APPLICATION FOR ANNUAL, LIMITED OR STATE FAIR RAFFLE LICENSE**

**Taxpayers required to file electronically will no longer receive returns for the tax types subject to the mandatory requirement by mail. Please visit [www.wvtax.gov](http://www.wvtax.gov) for additional information.**

Apply for the license which best serves your needs. You may hold only one valid annual license. While it is valid, you may apply for and receive one limited occasion license. All Raffle licenses are subject to the Rules & Regulations of the State Tax Commissioner and must be conspicuously displayed at the location where the Raffle Occasion is held.

PLEASE NOTE: THIS APPLICATION MUST BE FILED AT LEAST 60 DAYS PRIOR TO THE DATE SCHEDULED FOR THE FIRST RAFFLE OCCASION

IS THIS A RENEWAL APPLICATION? YES  NO  (Check One)

<b>Phone Number of Requesting Organization is Required</b>	
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**NAME AND ADDRESS OF STATE OR NATIONAL ORGANIZATION**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

**SECTION 1 - TAX EXEMPT STATUS**

Have you been granted tax exempt status from the Internal Revenue Service? YES  NO  (Check One)

TYPE OF EXEMPTION LETTER YOUR ORGANIZATION POSSESSES  
 501(C)3  501(C)4  501(C)8  501(C)10  501(C)19  501(D)  (Check One)

PLEASE NOTE: YOU MUST ATTACH A COPY OF YOUR CURRENT EXEMPTION LETTER TO THIS APPLICATION.

**SECTION 2 - TYPE OF LICENSE (CHECK ONE)**

ANNUAL LICENSE - \$500.00  
 Date of your first Raffle Occasion: \_\_\_\_\_ Hour(s) Raffle will be held: \_\_\_\_\_

LIMITED LICENSE - \$50.00  
 Date of Raffle: \_\_\_\_\_ Date of Raffle: \_\_\_\_\_ Hour(s) Raffle will be held: \_\_\_\_\_

STATE FAIR LICENSE - \$500.00  
 Date of your first Raffle Occasion: \_\_\_\_\_ Hour(s) Raffle will be held: \_\_\_\_\_

EXEMPT CERTIFICATE  
 Date of your first Raffle Occasion: \_\_\_\_\_ Hour(s) Raffle will be held: \_\_\_\_\_

Amount Enclosed	
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MAIL TO: WEST VIRGINIA STATE TAX DEPARTMENT  
 Charitable Bingo/Raffle Unit  
 P.O. Box 1143, Charleston, WV 25324-1143  
 FOR ASSISTANCE CALL (304) 558-8510  
 For more information visit our web site at: [www.wvtax.gov](http://www.wvtax.gov)  
 File online at <https://mytaxes.wvtax.gov>



# APPLICATION FOR ANNUAL, LIMITED OR STATE FAIR RAFFLE LICENSE

## SECTION 3 - LOCATION OF RAFFLE OCCASIONS

Address, City, Zip Code & County \_\_\_\_\_

Do you own the premises? YES NO      Do you rent or lease the premises? YES NO

List name of owner: \_\_\_\_\_

PLEASE NOTE: YOU MUST ATTACH A COPY OF CURRENT RENTAL OR LEASE AGREEMENT WITH THE APPLICATION.

## SECTION 4 - NAMES OF OFFICERS OF ORGANIZATION

LIST NAMES, HOME ADDRESSES AND HOME TELEPHONE NUMBERS OF ALL OFFICERS AND MEMBERS OF THE BOARD DIRECTORS, GOVERNORS OR TRUSTEES, IF ANY, IN THE ORGANIZATION. ALL OFFICERS MUST BE OVER 18. (ATTACH ADDITIONAL SHEET IF NECESSARY)

NAME AND TITLE	HOME ADDRESS	HOME TELEPHONE NUMBER
1.		
2.		
3.		
4.		

## SECTION 5 - PERSONS IN CHARGE OF RAFFLE

LIST NAMES, HOME ADDRESSES AND TELEPHONE NUMBERS OF PERSONS IN CHARGE OF RAFFLE OCCASIONS. THESE PERSONS MUST BE BONA FIDE MEMBERS OF YOUR ORGANIZATION AND RESIDENTS OF THE STATE OF WEST VIRGINIA. ANNUAL LICENSES REQUIRE 3 NAMES. LIMITED LICENSES REQUIRE AT LEAST 2 NAMES. ONE OF THESE PERSONS MUST BE PRESENT AT ALL RAFFLE OCCASIONS. ALL PERSONS IN CHARGE OF RAFFLE MUST BE OVER 18.

NAME AND TITLE	HOME ADDRESS	HOME TELEPHONE NUMBER
1.		
2.		
3.		

## SECTION 6 - NAME OF HIGHEST ELECTED OFFICER AND APPOINTED DESIGNEE

LIST NAMES, HOME ADDRESSES AND HOME TELEPHONE NUMBERS OF THE HIGHEST ELECTED OFFICER AND HIS OR HER APPOINTED DESIGNEE OF THE ORGANIZATION. ONE OF THESE PERSONS MUST BE PRESENT AT ALL OCCASIONS. ALL PERSONS MUST BE OVER 18.

NAME AND TITLE	HOME ADDRESS	HOME TELEPHONE NUMBER
<b>HIGHEST ELECTED OFFICER</b>		
1.		
<b>APPOINTED DESIGNEE</b>		
2.		

## SECTION 7 - YOU MUST ANSWER THE FOLLOWING QUESTIONS

Has your raffle license application ever been refused, denied, revoked, or suspended? YES NO (Circle One)

Has any person in your organization who will participate in any manner in the conduct of Raffle games or related concessions been convicted of a felony or misdemeanor for a gambling offense within the past 10 years? YES NO (Circle One)

If you answered yes to any of these questions, attach a separate sheet explaining.

