



SUFFOLK UNIVERSITY

Beacon Hill
41 Temple Street
Boston, MA 02114

Office of Student Activities
and Service Learning

phone: (617) 573-8320
fax: (617) 248-3905

Raffle Information Sheet

If you are planning to coordinate a raffle for your organization, you must complete the following information and return it to your Program Advisor in Student Activities Office, Donahue Bldg., rm. 529.

Organization: _____

Person Representing Organization in charge of event: _____

Phone: () _____ Email _____

Raffle Information: How will you sell tickets? _____

Location of Drawing: _____ Time: _____

Expense List (ex. Cost of tickets)

- 1. _____ \$ _____
- 2. _____ \$ _____
- 3. _____ \$ _____

Indicate prize(s):

- 1. _____
- 2. _____
- 3. _____

Is the prize(s) being purchased or donated? _____

Purpose of Raffle? _____

Prize Winner: _____ ID # _____

Club Representative: _____ Date: _____

Amount Earned: _____ Staff Initial: _____