



## **PARC 100 Club Constitution**

1. The name of this lottery is The PARC 100 Club (herein referred to as "The Club").
2. Although always referred to as The 100 Club, The Club will not be restricted to a maximum of 100 Members; it will however have a maximum annual revenue restriction of £250,000.
3. The Club is registered as a 'Small Society Lottery' under the provisions of the Gambling Act 2005.
4. As a 'Small Society Lottery' the Club can be promoted outside the premises (or normal communication channels) of PARC (Plymouth Amateur Rowing Club).
5. The sole objective of the 100 Club is to raise money to support PARC. Profit from the fund will be used to buy rowing equipment.

### **Club Organisation**

6. The Club will be run by members of PARC forming a Committee of three Officers (the "Committee") appointed by the PARC Executive Committee. Two Officers shall form a quorum. The Officers may co-opt other members of PARC to assist in the running of the Club.
7. The club Chairman and Treasurer will be signatories for the Club bank accounts. The Club requires one signatory from among the two authorised Officers for banking purposes.
8. Any Officer of the Committee may resign from the Committee at any time following a notice of one calendar month delivered to the PARC Executive Committee in writing.
9. The Committee will maintain a separate bank account to be solely used for the running of the Club.
10. A register will be kept by the 100 Club Officer of The Club of members, prizes paid out and funds raised. This will be audited each year as part of the PARC accounts by an Honorary Examiner appointed by the PARC Executive Committee. The Committee will render accounts to the PARC Executive Committee certified by the Honorary Examiner for the previous year.

## **Membership**

11. Members must be over the age of 16 to join.
12. Each number will be sold at £10. Money paid for numbers will not be refundable under any circumstances.
13. Membership shall be non-transferable.
14. No physical numbers will be issued but the Member will be informed of their Membership Number(s) via an electronic ticket. That number will be assigned to the Member until such time as the Member withdraws from the Club.

## **Draw and prizes**

15. A monthly 'draw' will take place including all tickets in play for that year. The 100 Club year begins 1st April and ends 31st March of the same year. Tickets remain in play for 1 year only and from the point of purchase. Tickets bought midway through a year are only in play during that year and do not cross into the next year. The winning numbers drawn will be done so on a purely random basis.
16. The results of the current draw (and the previous draws) will be available via the PARC website and will be displayed on the board behind the bar in the club house.
17. Prize money will be in the form of a payment by bank transfer.
18. Each month three prizes will be distributed as set out by the committee. Any alteration to the payment value, frequency or number of prizes will be agreed in advance by the committee.
19. At any time, a Member can contact the Committee to request a list of past Club winners (on a rolling 12-month basis).

## **Changes and Cancellations**

20. It is the responsibility of the Member to advise the Committee via email to [parc.treasurer1@gmail.com](mailto:parc.treasurer1@gmail.com) of any change of address or contact details.
21. It is the responsibility of The Member to withdraw from The Club and cancel any associated standing orders. The Club is not able to cancel Member standing orders.
22. Members who withdraw from The Club are asked to inform the Committee via email [parc.treasurer1@gmail.com](mailto:parc.treasurer1@gmail.com) allowing one month from the date of notification for the change to be effected.

## **Changes to Club Constitution**

23. Any changes to this Constitution will take effect following approval by the PARC Executive Committee

**[Correct as of January 2023]**

<https://www.gamblingcommission.gov.uk/public-and-players/guide/page/fundraising-with-100-200-and-500-clubs>

<https://www.gamblingcommission.gov.uk/public-and-players/guide/page/licences-for-small-society-lotteries>