

BRISBANE WOMEN'S HOCKEY ASSOCIATION INC CLUB RAFFLE DAY POLICY

BWHA undertakes to allow clubs an opportunity to raise funds on one occasion through the year at Downey/Rasey Park - in line with the team numbers each year.

Clubs may

- Conduct a Raffle/s; art unions etc.
- Run a Cake, Preserves, Sweets stall – where the intent is for purchasers to take the goods home.

Clubs may not

- Run any stall that requires heating or cooking facilities.
- Run any stall that offers goods for sale that would be in direct opposition to BWHA Canteen sales.

Clubs must

- Gain any or all permits, licenses etc needed to conduct their raffles, art unions etc.
- Ensure that workplace health and safety issues are addressed.
- Organise and supply any tables, shelters etc required for stall or raffles.
- Provide a notice by the following week of winning numbers and winner's names for display on the noticeboard.
- Leave the stall area in a clean and tidy state at completion.

BWHA shall

- Provide a form at the 1st Council Meeting for listing 3 alternative dates for club Raffle/Stall days.
- Ask all Junior and Senior Clubs to submit the completed form by the second (2nd) Council Meeting of the year.
- Remind Clubs who fail to submit form by the required date that they may be ineligible to receive a Raffle Date.
- Allocate a Raffle/Stall time based on the following:
 - Joint Junior and Senior Clubs with combined team numbers greater than 10 – All day
 - Joint Junior and Senior Clubs with combined team numbers less than 10 – Half day
 - Senior Clubs only with 5 or less teams – 2 hours per afternoon
 - Junior Clubs only with 5 or less teams – 2 hours per morning
- Will where possible allocate as per requests but where more than 1 club requests a date – a 'lot draw' will be held in the BWHA Office with at least 2 persons present.
- Will distribute a complete Raffle/Stall Day list at the earliest time possible and no later than the 3rd Council Meeting.
- Shall allocate unused dates to BWHA to fundraise for specific areas/clubs within BWHA.