

Terms & Conditions

Introduction

The Conveyancing Foundation Charity Lotto was established to help conveyancers and those in the property industry to raise funds for their chosen charities. Due to its success, the Charity Lotto was opened to the public in March 2022 to help raise funds outside of the Charity Lotto Members.

2. Procedure

a. Pre-Draw

- i. Entry Fee – Persons are invited to enter the Charity Lotto by agreeing to pay an entry fee of £10.00 - £1.00 Lotto fee & £9.00 charity donation. Clients must opt in to take part in the Lotto by selecting the Charity Lotto declaration in their initial documentation.
- ii. Multiple entries – For every £10.00 received, an entry to the Lotto will be made.

3. Prize Draw

At the start of each month, the details and donations for those clients that have entered the Charity Lotto in the preceding month will be forwarded onto the Conveyancing Foundation. The Conveyancing Foundation will reconcile the donations, claim the required Gift Aid and credit your charity account in anticipation of sending funds to the charities nominated by your company.

a. Draw

- i. All Charity Lotto entrants are added to the monthly prize draw list and allocated a number on the prize draw list. An electronic application is used to randomly select the winning number on the prize draw list. The winning number is reconciled against the prize draw list to reveal the winner.
- ii. In the event that the number of monthly entrants allows for two or more £500.00 winners, additional numbers will be drawn to use up the lotto entry fees for the month, with any remaining balance falling over into the Charity Lotto pot for the following month's prize draw.
- iii. At least two Conveyancing Foundation representatives will be present when the draw is made. The Conveyancing Foundation will maintain a written record detailing the two representatives that oversaw the prize draw procedure, the prize draw list and winning numbers and the names and details of the winners.

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b. Post-Draw

- i. The Charity Lotto winner will be contacted by the Conveyancing Foundation by telephone within 24 – 72 hours of the prize draw to confirm that they have won the £500.00 Charity Lotto prize draw. The winner will be asked for a quote for promotional and marketing purposes and their consent will be requested to use their details and quote to promote the Charity Lotto.
- ii. The winner will receive their winnings by cheque or bank transfer in accordance with their instructions and the Conveyancing Foundation will confirm their winnings by email or letter within 7 working days of the date of the prize draw.
- iii. The Conveyancing Foundation will make donations to the nominated charities. Full accounts of all Donations, Gift Aid, Charity Lotto and prize draw information are kept at the Conveyancing Foundation offices for reconciliation purposes for up to six years following the date of each monthly prize draw and are available for inspection by all relevant regulatory institutions as required.

4. Legal Position – Gambling Act 2005

The Conveyancing Foundation Charity Lotto is classed as a Small Society Lottery under the Gambling Act. The Conveyancing Foundation holds a valid 'Small Society Lottery License' which is issued by Newport City Council. It is a requirement that the Foundation sends the accounts of the lottery/competition to the Local Authority every quarter. The information below from the Gambling Commission confirms the need for the Conveyancing Foundation, as a small society, to be registered with the local licensing authority:

Gambling Commission's Guidance on Small Society Lotteries:

4.1 Societies that run small society lotteries, that is to say lotteries in which no more than £20,000 worth of tickets are put on sale and where the society's aggregate proceeds from lotteries do not exceed £250,000 a year may operate without a Commission licence provided they register with their licensing authority. Where it becomes apparent that a small society lottery will exceed either of the monetary limits, it is the responsibility of the society to ensure they apply to the Commission for a licence, before the limit is exceeded.

4.2 The promoting society of a small society lottery must, throughout the period during which the lottery is promoted, be registered with a licensing authority in England and Wales or a licensing board in Scotland.

4.3 The societies are required to be registered with their licensing authority in the area where their principal office is located. If the local authority believes that the society's principal office is situated in another area it should inform the society as soon as possible and if possible inform that other authority.

4.4 Details of registration requirements and procedures can be obtained from the licensing department of the relevant local authority.

4.5 Societies that run small society lotteries under registration with a licensing authority and that sell tickets by means of remote communication (internet, telephone etc) are not required to hold a remote gambling licence issued by the Commission.