



# Friends of Citizens Advice Daventry and District

## FoCADD 100 Club

The Friends of Citizens Advice Daventry and District {FoCADD} raise funds for Citizens Advice Daventry and District, a charity that comprises Citizens Advice, Welfare Rights and DIAL.

Citizens Advice Daventry and District is largely manned by volunteers who provide advice and support to local residents on a variety of family and employment issues, helping clients to access benefits and allowances, and supporting disabled people and their carers.

Many charities have found 100 Clubs to be a popular way of raising funds while providing cash prizes for lucky winners; by becoming a member of FoCADD you will join the 100 Club and help the work of Citizens Advice Daventry and District, as well as having a chance to win cash prizes every quarter.

**Registered as a small society lottery - Certificate Number GLOT/2010D/014.**

### **100 Club details**

The FoCADD 100 Club is a private lottery and is open to all members of FoCADD, anyone aged 16 or over can join; every quarter there is a draw for 50% of the fund. This amount is divided between 3 lucky winners.

- Each member buys a £5 number per quarter, or a £20 number for the year.
- The 100 Club fund for each quarter will be 'the numbers purchased' x £5, e.g 100 numbers equals a fund of £500.
- 50% of the fund will be used as prize money, e.g. for 100 numbers purchased the prize fund equals £250.
- The 1st prize will be 60% of the prize fund, e.g. if the prize fund is £250 then the 1st prize will be £150.
- The 2nd prize will be 30% of the prize fund, e.g. if the prize fund is £250 then the 2nd prize will be £75.
- The 3rd prize will be 10% of the prize fund, e.g. if the prize fund is £250 then the 3rd prize will be £25.
- Each member of FoCADD may purchase more than one number.
- You can pay by cash/cheque for the year (£20 for 4 quarters).
- You must have paid your subscription for your number to be included in the quarterly draw.
- The more people who buy a subscription - the higher the prize money!

### **Data Protection**

The Data Protection Act 1998 imposes regulations on any organisation that holds personal details that can identify individuals. As a 'not-for-profit' organisation FoCADD is exempt from the requirements of the Data Protection Act; however, we would wish to advise you of the sort of information held. The FoCADD 100 Club holds information comprising the name, address, postcode, telephone number and e-mail address of members.

## **100 Club Rules**

The rules under which the FoCADD 100 Club operates are detailed below:

1. The object of the 100 Club is to raise funds for Friends of Citizens Advice Daventry and District (FoCADD), who support the work of Citizens Advice Daventry and District.
2. The Club will be run under the supervision of the Trustees of FoCADD who will also administer the Club.
3. The Club is open to all members of FoCADD, who must be over 16 years of age and must have completed an application form.
4. Each member may have more than one number, each number must have a corresponding application form.
5. The subscription will be £5 per quarter or £20 per year, payable in advance (before the end of December, March, June and September of each year).
6. Subscriptions by cash or by cheque will be accepted on the basis of full payment for a twelve month period (£20 per number).
7. New members will be admitted when numbers become available; a waiting list will be maintained and numbers will be offered to the earliest entries on the list as they become available.
8. The relevant numbers of all paid up members will be entered in the draw for each quarter.
9. A quarterly draw will take place at the Citizens Advice Daventry and District Trustee Board Meeting held in January, April, July and October; the draw will be conducted by Trustees of FoCADD.
10. The regular prize money will be 50% of the quarterly income - there will be three prizes:-
11. 1st prize - 60% of the prize fund (£150 if 100 members).
12. 2nd prize - 30% of the prize fund (£75 if 100 members).
13. 3rd prize - 10% of the prize fund (£25 if 100 members).
14. Registers will be kept recording the names and addresses of each member, the number(s) allocated to them and the subscriptions received from them.
15. Unless otherwise advised, a member will be deemed to have left the Club if his/her renewal of subscription remains unpaid for a period of one quarter.
16. If a winner cannot be contacted and his/her winnings remain unclaimed for a period of 6 months, the winnings will be placed into FoCADD Funds after the 6 months have expired.
17. Daventry District Council have registered the Friends of Citizens Advice Daventry and District 100 Club as a small society lottery - Certificate Number GLOT/2010D/014

## **How to Apply**

To apply to be a member of the FoCADD 100 Club, fill in the attached application form with your details and return it to us at the address stated. We will advise you of your 100 Club number.

You can have more than one number – just fill in another application form.

You need to get the application form back, together with your chosen payment method, in time for the quarterly draw – that means the end of December, March, June or September.

# The Friends of Citizens Advice Daventry and District 100 Club Application Form

I wish to apply to become a Member of the Friends of Citizens Advice Daventry and District 100 club.

I confirm that I have read the Rules of the Friends of Citizens Advice Daventry and District 100 Club.

I confirm that I am over 16 years old.

I wish to continue my membership until cancelled by me in writing.

I enclose £20 in cash (or a cheque made payable to Friends of Citizens Advice Daventry and District) to cover the cost of 4 quarters draws.

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

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

Post Code: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Signed: \_\_\_\_\_

**Please ensure you tick all the relevant boxes and fill in all your details above.**

Please note that 50% of all money raised from the FoCADD 100 Club will go towards supporting the work of Citizens Advice Daventry and District.

Please return this form, together with your cash/cheque, at least 2 weeks before the next draw. Forms and payment should be sent to:-

Trustees of Friends of Citizens Advice Daventry and District  
The Abbey  
Market Square  
Daventry  
NN11 4XG

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Certificate Number GLOT/2010D/014

Promoter – Stephen Hupfield

**Office Use Only:**

Date received - .... / .... / .....

Payment – AC

Start – Q1  Q2  Q3  Q4