



The CALIFORNIA STATE HORSEMEN'S ASSOCIATION INCORPORATED

CSHA Raffle Procedure

The CSHA State Office will be submitting a Registration form and \$20.00 fee once the first Raffle Registration form is received for **each Raffle year Sept.1 to Aug.31**. Those Regions and or Programs that are holding the Raffle must do the following:

1. **Raffle Registration form goes to the CSHA State Office and must be filed at least 60 days prior to the raffle drawing.**
2. **Raffle Report form (2 pages) goes to the CSHA State Office after raffle drawing is held.**
3. **If raffle tickets are sold in two different reporting years (Sept.1 to Aug.31) for the same raffle there needs to be a Raffle Registration form & Raffle Report filed by the Region or State Program with the CSHA State Office for both years.**
4. **The Raffle Report must be filed prior to Sept.1st.**
5. **The State Office will review the completed forms received, copy for our records and send the Raffle report onto the State of CA Dept. of Justice.**

NOTE: DO NOT PUT YOUR REGION ON THE FORMS!!! If you do, it will only cause a problem and delay by the State of CA. **Only put "California State Horsemen's Assoc., Inc."** Therefore please do the following:

6. **Place a note in with the Raffle forms when sending to the CSHA State Office which Region and/or Program the raffle is being conducted by** so the CSHA State Office will know.

Thank you,

Debby Dean
CSHA State Secretary