

# KANE COUNTY POKER RUN INSTRUCTIONS

## Kane County Ordinance #19-455 Kane County Code License for Raffles/Poker Run 14-2

Kane County issues poker run licenses for prizes awarded in some villages/cities and all unincorporated areas located in Kane County.

### **BEFORE APPLYING FOR A POKER RUN LICENSE WITH KANE COUNTY:**

- **MAKE SURE YOUR PRIZE AWARDING LOCATION IS LOCATED IN KANE COUNTY.**
- **ORIGINAL SIGNED APPLICATIONS SUBMITTED ONLY. NO FAXES, COPIES OR EMAILED COPIES.**

A poker run license is good for one poker run only. The application must be signed by three different people; a presiding officer, a secretary and the poker run manager of your organization. Incomplete or incorrect applications will be returned to the applicant along with a checklist of items that need to be addressed. The clerk will act on a license application within 30 days of the date of the application.

Questions call 630-232-5950.

**Please Note: If your organization has NOT been in existence continuously for at least five years AND is NOT a non-for-profit organization, you cannot file for a poker run license unless your organization is a non-profit fundraising organization that the County Clerk determines is organized for the sole purpose of providing financial assistance to individuals suffering extreme financial hardship as the result of an illness, disability, accident or disaster.**

## **AFTER THE POKER RUN**

Each licensee shall within 30 days of the conclusion of any poker run file a report with its membership and the Kane County Clerk's Office with the following details: the gross receipts generated as a result of the poker run; an itemized list of all reasonable operating expenses affiliated with the poker run; net proceeds from the event; an itemized distribution list of the net proceeds and a list of prize winners. Licensees should review all sections of the Kane County Code pertaining to poker runs because all licensees are charged with knowledge of the record keeping requirements as well as all other section of the Code applicable to the event. Violation of the Ordinance or any section or subsection thereof shall be chargeable as an ordinance violation with a fine not to exceed \$1,000.00 per violation of each section or subsection or in such amount as prescribed in 55 ILCS 5/5-1113, as from time to time amended.

# APPLICATION FOR CONDUCTING A POKER RUN KANE COUNTY, ILLINOIS

Kane County Ordinance #19-455 Kane County Code Licenses for Raffle and Poker runs 14-2  
(Good for one Poker Run only)

1. Sponsoring Organization \_\_\_\_\_

Address \_\_\_\_\_

Type of Organization:     Religious                       Fraternal                       Labor  
    Charitable                       Educational                       Veterans

Date Group Organized \_\_\_\_\_ Chartered or Incorporated (If Applies): \_\_\_\_\_

2. Date of Poker Run \_\_\_\_\_ Time Determination of Winners \_\_\_\_\_ Ticket Price \_\_\_\_\_

Key Location: \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip Code \_\_\_\_\_

Poker Run Location: \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip Code \_\_\_\_\_

Poker Run Location: \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip Code \_\_\_\_\_

Poker Run Location: \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip Code \_\_\_\_\_

Poker Run Location: \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip Code \_\_\_\_\_

TOTAL AGGREGATE VALUE OF ALL PRIZES TO BE AWARDED \$ \_\_\_\_\_

I certify that this organization is non-for-profit: it has been in existence continuously for at least five years; it has maintained a bona fide membership engaged in carrying out its objectives; or it is a non-profit fundraising organization organized for the sole purpose of providing financial assistance to individuals suffering extreme financial hardship as the result of an illness, disability, accident or disaster. I further certify that all of the information provided in this application is true to the best of my knowledge.

Presiding Officer \_\_\_\_\_

Date Signed \_\_\_\_\_

Secretary \_\_\_\_\_

Date Signed \_\_\_\_\_

Poker Run Manager Full Name (Print) \_\_\_\_\_

Address \_\_\_\_\_ Phone Number \_\_\_\_\_

Signature \_\_\_\_\_ Date Signed \_\_\_\_\_

### KANE COUNTY FEE SCHEDULE

| <u>Aggregate Value of Prize</u> | <u>Fee</u> |
|---------------------------------|------------|
| \$500 - \$500,000.00            | \$25.00    |

#### Office Use Only

Application Approved Date \_\_\_\_\_ John A. Cunningham, Kane County Clerk/ \_\_\_\_\_ Clerk

Fee Paid \_\_\_\_\_ License Number \_\_\_\_\_ Bond Received \_\_\_\_\_ Final Report \_\_\_\_\_