

2020 GUN RAFFLE INSTRUCTIONS

Email our Treasurer Bridget Scarbrough at Treasurer@putiv.org with **number of tickets needed and the address** where you want the tickets sent to. If local to Fairfax, contact a board member to coordinate pickup or personal delivery.

EACH OUTOFTOWN AGENCY WILL HAVE ONE POINT OF CONTACT TO RECEIVE AND DISTRIBUTE TICKETS (saves us postage and work!).

ALL MEMBERS READ/FOLLOW THIS!!!!

You can accept cash for raffle tickets but you will need to write a check to cover all cash accepted. **DO NOT SEND CASH in the mail.**

Money collected must equal the number of tickets sold and submitted.

Checks made out to: PUT CHAPTER IV

We only need **ONE sponsor donation form** submitted with total tickets sold – **NOT** separate donation forms for each person purchasing raffle tickets.

DO NOT STAPLE, BEND, PAPERCLIP OR SUBMIT DAMAGED TICKETS. IF A TICKET IS DAMAGED PLEASE REDO THE TICKET. ANY TICKET SUBMITTED THAT IS NOT COMPLETED (ticket holder, phone number and member name) OR IS DAMAGED IN ANY WAY WILL BE RETURNED TO MEMBER IN RICHMOND.

MAIL GUN RAFFLE TICKETS/CHECKS TO:

Bridget Scarbrough

170 Royal Court Warrenton, VA 20186.

Text or call 540-219-8501 with any questions (if you text please identify yourself as a PUT member).

MUST BE POSTMARKED BY MAY 1ST.

(For your convenience, you can send other accumulated donations to Bridget along with raffle tickets)

Drawings will be held at our Kick-off Meeting in Richmond on May 9th.