



Appledore Gardens
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PTA-UK Advancing Education Supporting PTAs

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OATHALL PARENT TEACHER ASSOCIATION (OPTA)
Registered Charity 270436

Oathall Lottery Application Form

I would like to join the Oathall Lottery (OPTA!ot!)

I enclose <i>please tick below which applies</i>	
	cash
	cheque (payable to OPTA)
	paying by Parentpay <i>If you are paying by Parentpay simply log in as usual, enter the amount you want to spend (in multiples of £10) and we'll do the rest.</i>
	completed Standing Order form <i>See attached</i>
	I have set up a Standing Order online <i>Please refer to attached Standing Order form for OPTA bank details</i>
for £_____ (minimum of £10, any additional amount in multiples of £10)	

Payment entitles you to at least one draw in every month (£20 = 2 draws etc) in TEN monthly draws, commencing with the first draw after your application is processed.

Name: _____

Address: _____

Post Code: _____

Tel: _____

I have read and understood the rules of the Oathall Lottery as outlined overleaf

Date: _____ Signed: _____

Please return your form(s) to OPTA, c/o Oathall Community College, Appledore Gardens, Lindfield, Haywards Heath, RH16 2AQ, or email to opta@oathall.org

Additional application forms may be requested from the College Reception or please email opta@oathall.org

Oathall Parent Teacher Association Lottery
(replaces the OPTA 500 Club)
01 September 2012 onwards

Rules and Regulations

Operation

The OPTA Lottery (OPTA lot) is run by the Oathall Parent Teacher Association, Appledore Gardens, Lindfield, Haywards Heath, West Sussex RH16 2AQ. The Lottery is operational from 01 September 2012.

Purpose

The overall purpose of the OPTA lot is to raise funds for assisting with the provision of facilities for education at Oathall Community College.

Membership

Membership is open to anyone aged 16 or over and who is a student of Oathall Community College, parent of a student of Oathall Community College, relatives, friends and colleagues with an interest in the College.

Lottery Year

The OPTA lot year runs from September to August with 10 monthly draws during October to July.

Subscriptions

A minimum subscription entry amount of £10 entitles the member to 10 consecutive monthly draws.

A member may subscribe to one or more entries in increments of £10. A subscription amount of £20 would entitle a member to 2 entries per month for 10 consecutive months; £30 would entitle a member to 3 entries per month for 10 consecutive months and so on.

A member can subscribe to OPTA lot during any month. The member will be entered in 10 monthly draws with the first one falling in the month following date of receipt of subscription fee. During the second and subsequent years a member's 10 monthly draws may span two lottery years.

Members can enter and make payment by one of the following three methods:

1. *ParentPay*: please enter the amount you want to spend (in multiples of £10) and we'll do the rest.
2. *Cash or Cheque*: please complete the OPTA lot Application Form and return to OPTA via the school office with cash or cheque made payable to OPTA.
3. *Standing order*: this way you don't have to remember to renew each year. Please complete the Application Form and the Standing Order form. If you are an existing 500 Club member already paying by Standing Order you need do nothing unless you wish to purchase more numbers; in which case make the additional payment by 1 or 2 above or amend your standing order; or alternatively set up your own Standing Order online via your bank.

Draw

A draw will take place each calendar month with total prize money amounting to 50% of the value of the draw entry funds; each subscription is split over 10 consecutive monthly draw entries. The prize money will be split 70% 1st prize and 30% 2nd prize. For example, if 200 draw entries occur in a month this amounts to draw receipts of £200 and the total prize money will be £100 split 1st prize £70 and 2nd prize £30.

A member can only win either 1st or 2nd prize in any one month and not both prizes in the same month.

All draws will be carried out with, at minimum, two OPTA Committee members present and will take place at OPTA meetings or OPTA events. The results of the draw will be recorded in the minutes.

Running Expenses

The following type of expenditure is authorised if verified as being wholly for the purposes of running OPTA lot

1. Correspondence with members
2. Notification and distribution of prize money to winners
3. Maintenance of separate lottery bank account
4. Expenses on stationery, printing and postage

Management

OPTA lot will be run by the appointed OPTA Committee members and the finances will be independently audited at the end of each financial year.

Registration

OPTA lot is registered with the Mid Sussex District Council under the Small Society Lotteries (Registration of Non-Commercial Societies) Regulation 2007 (<http://www.midsussex.gov.uk/8148.htm>)