



2023 – 2024 Cash Raffle - Volunteer Bond Opportunities

The Cash Raffle is an important fundraiser for the Association. It allows us to offset ice costs that would otherwise have to be paid through registration fees. Association fundraising aims to help keep fees reasonable and fee increases to a minimum.

We need your help to make it a success! No experience necessary!

Fundraising Committee

We require **up to four (4) Fundraising Committee volunteers** to help run our 2023/2024 Cash raffle. These are **Full Credit** positions, and the duties will include:

- Handing out binders and/or raffle tickets to the Team Raffle Liaison on each team.
- Attend scheduled drop-offs to help collect ticket stubs, and to complete required paperwork.
 - There will be 2 – 3 drop off times, each lasting roughly 2-hours.
- Help the Director / Assistant Director of Fundraising to coordinate dates with various businesses for ticket sales; if required.
- Follow up with designated teams to see if they are requiring any additional support or tickets.
- Oversees the duties assigned to Team Raffle Liaisons; reporting all outcomes to the Director and Assistant Director of Fundraising.

Contact the **Director of Fundraising (Jolena Taylor)** at: fundraising@southwesthockey.ca or **Assistant Director of Fundraising (Janna Tamayo)** at: asst-fundraising@southwesthockey.ca if interested in joining the committee.

Team Raffle Liaisons:

EACH TEAM requires a Raffle Liaison. These are **Full Credit** positions, and the duties will include:

- Handing out the tickets to the families on your team.
- Ensuring required paperwork is completed, **and kept up to date.**
- Collecting ticket stubs and cash from the families on your team.
- Returning **ALL** unsold tickets, deposit slips, ticket stubs, and paperwork to the Raffle Committee.
- **Attend scheduled drop-off times**, and assist with the reconciliation of paperwork and ticket stubs.
- Providing updates to the designated Raffle Coordinator, for your team as requested.
- Ensuring families understand the raffle rules, and the incentive program.
- Cash deposits into designated SWHA fundraising account provided, using provided deposit slips. *A copy must be sent to the Director of Fundraising and Assistant Director of Fundraising.*
 - **NOTE:** If no deposit is required, an email **STILL MUST** be sent in lieu indicating that a deposit wasn't required.

NOTE: The Team Raffle Ticket Liaison is **NOT** responsible for selling all the tickets themselves! This is a team / group effort.

Please contact your **Head Coach and/or Team Manager** if you are interested in the Team Raffle Liaison position.

Further questions, can be sent to: Director of Fundraising at: fundraising@southwesthockey.ca and Assistant Director of Fundraising at: asst-fundraising@southwesthockey.ca