

Itton & Howick Village Hall

100 Club Application Form

- Please ensure you return this form complete with your details and signature or we cannot allocate you a number in the Itton & Howick Village Hall 100 Club. The same form may be used by two members of the same household.
- * By signing this form, you are declaring that you have read and accept the rules of the Itton & Howick Village Hall 100 Club. (Rules printed overleaf and are available on request or the hall's website).
- Payment must be made by STANDING ORDER each month (i.e. no cash or cheques) on the required date. You will be provided with the account details and your personal reference once your application form is received so you can set this up.
PLEASE DO NOT SET UP YOUR STANDING ORDER UNTIL YOU HAVE RECEIVED YOUR PERSONAL REFERENCE.

50% of all money raised from the Itton & Howick Village Hall 100 Club will go towards the hall's funds and the remaining 50% will be used for the 100 Club prize fund. The prize fund is capped at £300 if there are more than 100 tickets sold.

APPLICATION DETAILS	APPLICANT 1	APPLICANT 2
NAME (applicant must be over 16 years of age)		
ADDRESS & POSTCODE		
TELEPHONE NUMBER		
EMAIL ADDRESS		
QUANTITY of NUMBERS REQUIRED		
SIGNED		
DATE		
FOR COMMITTEE USE ONLY		
TICKET NUMBER(S) ALLOCATED		

Once signed and completed, please scan and email the form to treasurer@ittonhowickvillagehall.org.uk.

Alternatively, please put it in an envelope in the letterbox outside the hall, marked for the attention of the Treasurer and advise the Treasurer by the email above that it is there.

The Itton & Howick 100 Club Rules

1. The 100 Club will be operated and supervised by the Itton & Howick Village Hall Committee.
2. The Committee reserves the right to alter the Rules of the 100 Club as may be necessary. A copy of the rules will be available on the website ittonhowickvillagehall.org.uk.
3. The aim of the Club is to raise funds for the Itton & Howick Village Hall.
4. The draw will normally take place at a suitable hall event (e.g. social event or village bar night) and in the presence of at least three committee members, at least one of whom will be the Chair or the Treasurer.
5. The 100 Club is open to all residents of Itton and Howick. If members wish to cancel their membership please contact by email to the treasurer@ittonhowickvillagehall.org.uk and cancel the standing order.
6. Members paying must be aged 16 years or over.
7. Membership will be by subscription of £2 per month per number and paid on the 5th day of the month.
8. Members may have more than one number, on payment of additional subscriptions.
9. All payments must be made in full by STANDING ORDER on the required dates. Cash or cheques are not acceptable.
10. Members will be provided with the necessary bank information and their own reference once their signed and completed application form is received.
11. The regular quarterly prize fund will be 50% of the relevant quarter's income (capped at £300) and there will be three prizes as follows:
 - 1st prize = 1/2 of the quarterly prize fund.
 - 2nd prize = 1/3 of the quarterly prize fund.
 - 3rd prize = 1/6 of the quarterly prize fund.
12. A register will be kept recording the name, address, and email of each member, the number(s) allocated to them and the subscriptions received from them. Members should advise the Treasurer if their contact details change.
13. Winners will be contacted personally by email and their names will be posted on the Itton & Howick Hall Board, Hall website, and the Hall's Face Book page after each draw. If a winner cannot be contacted for any reason, the winnings will be placed into the hall funds after 6 months.
14. Participants can cancel their membership at any time by giving written notice by email to treasurer@ittonhowickvillagehall.org.uk Any decision by the Hall Committee to wind up the 100 Club will also be by written notice. Under no circumstances can any payments be refunded.

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