

Fundraising and Raffles

Fundraising can come in many different forms, from a gold coin entry fee, to shaking a tin, to running a raffle. Confirmation and permissions are required for most forms of fundraising to ensure that regulations are being met. This document outlines your requirements as an event provider.

Permissions

Any person who conducts a raffle or fundraises on behalf of a community or charitable organisation must have written consent of the governing body of that organisation. This can take the form of an email or letter.

Raffles

If the total retail value of prizes exceeds \$5,000, your organisation must be registered with and/or have gained approval from the Victorian Commission for Gambling & Casino Control (VGCCC) to conduct raffles. You can find out more information on their [website](#). Alternatively, you can contact them on 1300 599 759.

Food and beverage

If your fundraising activity involves selling or serving food please see our [food and beverage help sheet \(PDF 457 KB\)](#). Please also see the [FoodTrader website](#) for more information.

Relevant legislation

- Gambling Regulation Act 2003

Supply to Council

- Provide a copy of consent from the governing body of the charity or community organisation for which you are raising funds.
- If your raffle is worth over \$5,000, provide a copy of your VGCCC approval.
- If your fundraising activity involves selling or serving food, provide a copy of your Statement of Trade.

Contacts

Victorian Commission for Gambling & Casino Control (VGCCC)

W: <https://www.vgccc.vic.gov.au/>

P: 1300 599 759

City of Port Phillip Events Services

Our Events Services team is here to help. You can [send us a message on My Port Phillip](#), email us at eventpermits@portphilip.vic.gov.au, or call our helpful ASSIST team on [03 9209 6777](tel:0392096777).