

# Obtaining Approvals for Conducting “Bucket Raffles” in Oregon

## *Basic Information that may be needed to secure permission for OSUEA to conduct “bucket raffles”*

Nonprofit Name: Oregon State University Extension Association

Registry Number (with the Secretary of State – Corporation Division): 096930-11

OSUEA Address: 102 Ballard Extension Hall, OSU, Corvallis, OR 97331

Event is usually held at the Benton County Fairgrounds and/or OSU CH2MHill Alumni Center

To get approval to have a raffle, you need to get approvals from two placed:

- 1) Oregon Department of Justice (Write a letter)
- 2) Oregon Liquor Control Commission (OLCC) (Fill out an application) Needed if alcohol will be included in the raffle (you can only include alcohol once a year on one day)

## Oregon Liquor Control Commission Approval

You also need to apply to the Oregon Liquor Control Commission (OLCC) to get approval for having liquor in the raffle baskets. You can only do this once a year on one day. Get the application here:

[https://www.oregon.gov/olcc/LIC/docs/auction\\_or\\_raffle\\_application.pdf](https://www.oregon.gov/olcc/LIC/docs/auction_or_raffle_application.pdf)

You will need to mail the completed application along with a letter to the OLCC in the county where your event will be located (2018 materials follow):

*Mail it to the county your event is in (Corvallis—Benton County):*

### **Corvallis**

260 SW Madison Avenue, Suite 109, Corvallis, OR 97333

Phone: (541) 753-0107

Fax: (541) 753-0145

This can take up to 4 weeks.

## AUCTION or RAFFLE Rules from 2017

### **NONPROFIT or CHARITABLE ORGANIZATION**

Only a nonprofit or charitable organization registered as such with the State of Oregon may obtain written approval from the OLCC to conduct an auction or raffle without a license to sell factory-sealed containers of wine, malt beverage (beer), cider, and distilled liquor (also commonly known as distilled spirits, hard liquor, and hard alcohol) for consumption off the event premises.

1. The alcohol must have:

- Been imported into Oregon by the OLCC, or
- Been manufactured in, or imported into, Oregon under a brewery, brewery-public house, distillery, grower sales privilege, winery, or wholesale malt beverage and wine license, or
- Be homemade malt beverage, wine, or cider donated by a person who manufactured it under ORS 471.037.

2. There is no limit on the amount of wine, malt beverage, or cider that may be sold; however, no more than a total of four liters of distilled liquor may be sold.

3. The organization must obtain OLCC approval prior to conducting the auction or raffle.

4. The organization may conduct no more than one auction or raffle in a 12-month period.

5. The auction or raffle may not last longer than one day (a day is from 7:00 am to 2:30 am on the succeeding calendar day).

6. There is no OLCC fee for the written approval.

7. Service permits are not needed for the auction or raffle.

8. The organization may deliver or arrange for delivery of the alcoholic liquor to the residence of the successful bidder or winner.

Note that Oregon has no requirements if you wish to ship or deliver the alcoholic liquor to an individual outside of Oregon; however, the state or country in which the individual is located may have requirements.

9. To also allow consumption of alcohol on the event premises obtain a Temporary Sales License (TSL-NP) and follow the service permit requirements.

[www.oregon.gov/olcc/LIC/docs/auction\\_or\\_raffle...](https://www.oregon.gov/olcc/LIC/docs/auction_or_raffle...)



**Oregon State University Extension Association**

8/15/2018

To: Benton County OLCC  
260 SW Madison Ave., Suite 109  
Corvallis, OR 97333

From: Sandra Carlson  
4-H Coordinator, Clatsop County 4-H  
2001 Marine Dr., Rm 210  
Astoria, OR 97103

To Whom It May Concern:

Please find enclosed a copy of our raffle application. We will have some baskets with wine or beer in them at this event in December. Please contact me if you have any questions at 503-325-8573. Please let me know when this is approved. You can email me at [sandra.carlson@oregonstate.edu](mailto:sandra.carlson@oregonstate.edu).

If I need to send this to someone else, please let me know that as well. Thanks.

Sincerely,

Sandra Carlson





OREGON LIQUOR CONTROL COMMISSION

PRINT

**AUCTION or RAFFLE APPLICATION**  
**NONPROFIT or CHARITABLE ORGANIZATION**

- **SUBMIT THIS FORM TO OLCC** – Please submit this application to the OLCC office regulating the county in which your event will happen.
- **Process Time:** OLCC needs your completed application in sufficient time to approve it. Sufficient time is typically 1 to 4 weeks before the event date in # 11 below.

1. Name of Nonprofit or Charitable Organization:  
Oregon State University Extension Association

2. Oregon Registry Number (see instructions): 096930-11

3. Mailing Address of Organization:  
102 Ballard Extension Hall, Oregon State University

4. City: Corvallis

5. State OR

6. Zip Code: 97331

7. Fax: not working

8. Contact Person: Sandra Carlson

9. Contact Phone: 503-325-8573

10. Contact E-Mail: sandra.carlson@oregonstate.edu

11. Date of Event (you may apply for only one day): Monday, December 3, 2018

12. Address of Event:  
Benton county Fairgrounds, 110 SW 53rd St.

City:  
Corvallis, OR

**SIGNATURE**

I affirm that I am authorized to sign this application on behalf of the applicant.

13. REPRESENTATIVE'S SIGNATURE:

*Sandra Carlson*

14. Date:

8/14/18

**OLCC USE ONLY**

This event is approved only when this form is signed by an OLCC Representative.

OLCC Signature:

Date: