# The rules of the Boston and Skegness Conservative Association Lottery

### 1. Introduction

1.1 Boston and Skegness Conservative Association Lottery ("the Lottery") will be operated as a Small Branch Lottery under the Gambling Act 2005 as amended ("the Act")

1.2 The Lottery is promoted by the Boston and Skegness Conservative Association.

1.3 The Lottery is administered by the Boston and Skegness Conservative Association.

### 2. Definitions

"Act" The Gambling Act 2005

"Lottery" Boston and Skegness Conservative Association Lottery

“The Association” Boston and Skegness Conservative Association

"Draw" The process by which winners are selected

"Member" An individual who has registered with the Lottery

"Rules" The rules of the Lottery as set out below and amended from time to time

"entries" The entry into the Lottery

"Game Number" The six digit number to each Member used to identify individual entries which are entered into the Lottery

"Winning Number" The number as explained in Rule 9.1

### 3. Entry into the Lottery

3.1 The Lottery is promoted in accordance with the Gambling Act 2005 as amended ("the Act"). In order to comply with the Act, during the purchase of Lottery entries you will be required to confirm that:

(a) You are at least 18 years of age

(b) You are resident in Great Britain

(c) You will not buy or claim to buy lottery entries on behalf of any other person

3.2 If, upon winning any prize in the Lottery, you are not able to prove that you have met the criteria specified in Rules 3.1 (a), (b) and (c) above then you will not be entitled to receive that prize.

3.3 In order to comply with the Act, lottery entries that have been purchased are prohibited from being subsequently refunded.

3.4 By entering into the Lottery, you agree to be bound by the Rules, and applicable provisions of the Act and any relevant regulations made there under from time to time. The Branch shall not be liable for any loss or damage (including loss of the opportunity to enter the Lottery and / or the right to receive a prize) suffered by you if you have not complied with the Rules. The Rules may be amended by Boston Conservatives Branch from time to time.

### 4. Registration with the Lottery

4.1 You can only enter the Lottery by registering with the Lottery via the completion of an application form which will be published in a variety of forms from time to time.

4.2 Registration will require you to provide the following information:

(a) Your name and address, so that we can write to you to confirm your entry into the lottery and contact you if you have won a prize.

(b) Confirmation that you are over 18 years of age, in order to ensure compliance with the Act.

(c) The number of entries in the Lottery you wish to purchase

(d) Your date of birth

(e) Your e-mail address

4.3 You will also be required to provide information relating to the purchase of your entries. Payment may be made via the following methods and the relevant information will vary depending upon the payment method.

(a) Standing Order - Information required will include your bank or building Branch details together with an instruction to such bank or building Society Branch to make payments by Standing Order on 1st of every month

(b) Cheque – Cheques need to be cleared for payment by 1st of every month

(c) Any other method made available by Boston and Skegness Conservative Association from time to time - The information required will depend upon the payment method

4.4 Boston and Skegness Conservative Association shall be entitled to take any steps necessary to verify the above information and to process your registration. Boston and Skegness Conservative Association may (in its absolute discretion) refuse to accept an application for an individual to become a Member of the Lottery.

4.5 Following registration Boston and Skegness Conservative Association will send you confirmation of your entry.

4.6 It is your responsibility to ensure that the personal information you provide to us is accurate.

4.7 If you discover any error in your name, address or any other details provided to Boston and Skegness Conservative Association as part of your registration, when you receive your confirmation, then you must correct this by notifying Boston and Skegness Conservative Association in writing or by e-mail. The Association will make any required corrections as soon as reasonably possible. The Association shall not be liable for any loss or damage (including loss of the opportunity to enter the Lottery and / or the right to receive a prize) suffered by you until such correction has been made. Any correction notified to The Association shall only become effective once the correction has been made.

4.8 When registering for tickets, you will select a 6 digit number yourself.

 You may subsequently amend this Game Number, if you wish, at any time by writing to the The Association Lottery Manager with your new numbers. Any amendments must be received before the 1st of the month to be eligible to be entered into that months draw.

### 5. Payment

5.1 Payment for entries may be made by the following methods:

(a) Standing Order

(b) Cheque

(c) Any other method made available by The Association from time to time

5.2 Payment for Entries are made directly to The Association Lottery Account.

 Therefore:

(a) Standing Order payments will be referenced as The Association Lottery on your bank statement.

(b) Any other method made available by The Association from time to time would also be referenced as or be payable to The Association or The Association Lottery on any appropriate documentation.

5.3 The price for each entries is £10 or such other sum as The Association may from time to time notify to you.

5.4 Your entries and therefore associated Game Number(s) will not be entered into the Draw unless The Association has received all amounts payable (cleared funds) relating to your Game Numbers relating to your entries by 1st of every month. If there is a dispute regarding whether entries have been paid for, then such dispute shall be resolved by reference to details included in official statements from the bank with which the The Association bank accounts operate.

5.5 Standing Order payments will be entered into the first available draw after the collection has been made from your bank account. You will be notified of your first draw date by email.

5.6 You retain the right to cancel your entry into the Lottery by notifying your Bank. You should also notify The Association in writing or by e-mail to the The Association Lottery Manager (or via any other methods specified by The Association from time to time). Upon receipt of this notice The Association will;

(a) Cancel future entries and amend your personal details as soon as is reasonably practicable.

(b) In accordance with the Act and as described in Rule 3.3 any payments made prior to such cancellation taking effect but which have not been used to pay for entries in previous Draws will be used to pay for entry for your entries into future Draws.

5.7 The Association may cancel your entry into the Lottery (in its absolute discretion) at any time. The Association will notify you accordingly as soon as reasonably practicable and will reimburse any amounts which have been paid but relate to future Draws. Other than the reimbursement of any such amounts, The Association shall not be liable for any loss or damage (including loss of the opportunity to enter the Lottery and / or the right to receive a prize) suffered by you in relation to such cancellation.

### 6. Protection of Customer Funds

6.1 The Association will hold customer funds within an account separate to other Association Bank accounts.

### 7. Ticket Numbers

7.1 Ticket numbers will be chosen at the time of purchase.

7.2 Ticket Numbers can be amended at any time, however for the avoidance of doubt ticket numbers amended after 1st day of the month prior to a draw will not become effective until after the next draw has concluded.

### 8. Changes to Details

8.1 Any changes to your details as provided by you upon registration should be notified to the The Association Lottery Manager in writing or by e-mail. Changes to the Bank or Building Society Branch specified during registration will require the completion of a new Standing Order Instruction. Further information regarding this can be obtained from The Association Lottery Manager upon request.

### 9. Draws

9.1 The Numbers for each monthly shall be drawn and witnessed by the The Association Lottery Manager on the 10th of the month and shall be the six digit number generated by a Random Number Generator in any order. After 3 consecutive roll-overs the 4th draw will become a ‘must-win draw’ and the winning combination of numbers can be a reducing number down to 4, until a winning combination is found. If no winner is found with a combination of 4 matching numbers the next months draws will becomes must win draws’ until a winning combination is found. You will need to match 5 numbers from the 6 numbers to win unless it is a must win draw.

9.2 In order to comply with the Act only those entries for which payment has been received are eligible for entry into the Draw.

### 10. Prizes

10.1 Prize winners will be determined by whether a Members Game Numbers relating to entries in the Lottery matches the Winning Numbers as described in Rules 9.1. Multiple matching entries will share the prize monies equally.

10.2 The Association reserves the right to amend the prize structure at any time. Any such changes will be published and notifications sent to all participants at least one month prior to a change being made.

10.5 The results of each Draw (including winners) will be published in the first available members newsletter after the draw

10.6 Winners will be notified by email within three working days of the date of the draw and have the winning amount either transferred into their Bank Account, or paid by cheque upon confirmation that they have met the criteria as specified in Rules 3

10.7 The Association reserves the right to withhold the payment of any prize until it is entirely satisfied that the Member who has won the prize has fully complied with the Rules.

10.8 If, upon winning any prize in the Lottery, you are not able to prove that you have met the criteria specified in Rules 3.1 (a), (b) and (c) above then you will not be entitled to receive that prize.

10.9 There are no alternatives to the prizes offered from time to time and no interest is payable.

10.10 Any prizes remaining unclaimed after a period of 6 months will be considered as a donation to the Association and the amount will be transferred to the Association Main Bank account.

### 11. Suspension of the Lottery

11.1 The promoter may (at its absolute discretion) suspend the Lottery for any period of time. During such period, The Association shall:

(a) Suspend Standing Order payments from your bank or building Branch account as soon as reasonably practicable, and;

(b) Retain any amounts which were paid prior to such suspension taking effect that have not been used to pay for entries in previous Draws.

You will be notified of further details regarding the resumption of the lottery or otherwise as soon as reasonably practicable after the date of suspension in writing.

### 12. Liability

12.1 The Association shall not be liable to you for any loss or damage suffered by you arising from:

(a) Any delays or failures in the postal service or other delivery methods used by The Association or you from time to time.

(b) Any delays or failures in any systems used by The Association or you to transmit e-mails.

(c) Any failure in any software or other systems used by The Association for the administration of the Lottery.

(d) Any delays or failures in the banking system used by The Association or you.

(e) Any refusal by The Association to accept registration of an individual as a Member or the cancellation of a Member by The Association.

(f) Any failure to enter your entries into the Draw.

(g) Any event beyond the reasonable control of The Association.

12.2 The Association shall not be liable to you in contract, tort, negligence or otherwise for any indirect or consequential loss suffered by you in relation to your participation in the Lottery (including loss of the opportunity to enter the Lottery and / or the entries of winning a prize).

### 13. Complaints

13.1 Please see our below.

### 14. Privacy

14.1 Please see our privacy policy below.

### 15. Contact Address

15.1 All correspondence should be sent to the following address:

James Cantwell

Boston and Skegness Conservatives Branch Lottery Manager

16c

Main Ridge West

Boston

Lincolnshire

PE21 6QQ

# Complaint Procedure

## Your feedback is important to us

At Boston Conservatives Branch, we always aim to provide the highest possible standards of service. If you feel at any time that the service you have received is below the expected level, then we would like to hear from you. Please find details of our complaints procedure below:

You can contact Boston Conservatives Branch directly via the following methods:

## By email

office@bostonskegnessconservatives.org.uk

## By post to:

James Cantwell

Boston and Skegness Conservative Association Lottery Manager

16c

Main Ridge West

Boston

Lincolnshire

PE21 6QQ

We aim to respond to all written complaints within five working days of receipt.

Boston and Skegness Conservative Association Lottery is regulated by Boston Borough Council Licence Number B713.

If you feel that we have not dealt with your complaint properly or that we have not followed our own published complaints procedure, you can complain to the Gambling Commission about our failure to operate a proper complaints process.

The Gambling Commission is a regulator and not a complaint handling body and they will not investigate the facts of your complaint, nor will they alter the decision that we have made in our internal complaints process. The Commission reviews whether we have adhered to the terms of our operating licence. It does not investigate consumer complaints, rule on prize disputes, pay compensation or provide legal advice.

The contact details of the Commission are as follows:

Consumer Protection
Gambling Commission
4th Floor
Victoria Square House
Victoria Square
Birmingham
B2 4BP

Telephone: 0121 230 6666

Email: info@gamblingcommission.gov.uk

# Privacy Notice

The Association Lottery is provided by Boston and Skegness Conservative Association ('the Promoter'). Boston and Skegness Conservative Association is classed as a data controller, which means that as an organisation it can decide what information is needed from you to provide the Lottery.

## How we use your data

The information Boston and Skegness Conservative Association needs to collect to enable you to participate in the Lottery is your name, address, email address, membership number where applicable, and your date of birth. We need this information to verify your age and identity to ensure you meet the minimum participation age (currently 18 years for this Lottery) and to manage your Lottery account. We will also collect payment details from you to enable you to pay for your lottery tickets. If you do not wish to provide this information, unfortunately you will not be able to participate in the Lottery.

In most cases, we will only have personal data that you provide to us. The legal basis for the collection and processing of your personal data is that you have given your consent and/or that it is our legitimate interest to do so as we could not operate the Lottery without it, and your rights and freedoms are not prejudiced by this.

You have the right to withdraw consent at any time and you can do this by notifying us in writing to the Boston and Skegness Conservative Association Lottery Manager. If you do withdraw your consent, it will not affect the lawfulness of any processing for which we had consent before you withdrew it.

We don't use any computers or automated means to make decisions about you based on the information that you provide. We do not share information with third parties in other countries, however we do use cloud hosted software.

We will only keep your information for as long as is necessary to enable your participation in the Lottery. As standard we keep data for 3 years from the user's last point of activity on the website. As Standing Order users come with a lifetime guarantee we as standard hold this user data for 7 years.

You have a number of legal rights in respect of your personal data which are: the right to be informed about how it is being used and why; the right of access to it to check that we are acting lawfully and, in some cases, the right to rectify it or to have it erased; the right to restrict our processing of it; the right of data portability; and the right to object to automated decision taking.