



Dear Parents

100 Club back for its fifth year!

Our '100 Club' is a private lottery that is open to parents, carers, staff and supporters of Swindon Village Primary School. The lottery is run by the Friends of Swindon Village Primary School under our Small Society Lottery Licence. We are a registered Charity and all of the funds we raise go to the School to help fund equipment, resources and opportunities for pupils.

All you need to do to take part is complete the attached form and pay your membership fee for the numbers and months you want to play. Every month Mr. Mills (or a staff alternative) will draw three numbers at random. The prize money will be divided between those 3 winning numbers and the Friends: 25% of the total amount collected that month will go to the first number drawn, 12.5% will be given to both of the 2nd and 3rd numbers drawn. The remaining 50% goes to the Friends of Swindon Village Primary School (FOSVPS) for school use. **The more members we have, the better the prizes and the more money raised for the school at the same time!**

HOW IT WORKS.

For the 2023/2024 school year, membership will run from October 2023 to July 2024 and costs £1 per month per number (so £10 for one number a month from October to July). Once we have received your completed form and payment, a membership number will be allocated to you and entered into that month's draw. Where possible, the draws will take place on last term time Friday of each month although we reserve the right to change the date and time if necessary. The numbers will be picked electronically by Mr. Mills (or a staff alternative) in the school office at 3:30pm (in most cases) and participants are welcome to come along (following any appropriate COVID government guidelines).

If you win, we will contact you via our Facebook page and payment will be made to you by cheque. The name of the winners will be published on the Friends of Swindon Village Primary Facebook page so please make sure you follow our page.

As a responsible organization the Friends have decided that the most membership numbers that one person can buy is 10 membership numbers for any single draw and that all participants must be over 18 years of age.

CLOSING DATES

To be included in the first draw, please return the completed form to the School Office and payment membership fee by 3.30pm on the **13th October 2022**. If you would like to enter in future months then the form and payment must be received no later than the Friday before the draw.

If you have any questions about the 100 Club please contact us by email (fosvps100club@gmail.com) or via our Facebook page, and good luck!

On behalf of all the members of the Friends of Swindon Village Primary School, thank you for taking the time to read this letter.

The Friends of Swindon Village Primary School

FOSVP 100 CLUB ENTRY FORM

Name of entrant: (if you win then the cheque will be made out to this person)

Contact telephone no. _____ (daytime) _____ (evening)

Postal address: (if you win then the cheque *may* be sent to this address)

Email address we can use to contact you: _____

(a) How many membership numbers do you want to buy? _____

(b) How many months do you want to keep your membership numbers for? _____ (maximum 10)

Payment Details

Payment can be made by bank transfer or standing order on a monthly basis or as a single payment. Monthly payments must be received no later Friday before the draw. If a monthly payment is not received then the numbers will not be entered into the draw and may be allocated to another player.

We not accept payment by cheque.

To pay by bank transfer or standing order then please make payments to the **Friends of Swindon Village Primary School, Sort Code 20-20-15, Account number: 30855006** and please let us know your payment reference so that we can identify your payment: _____

Please note that we are not responsible for payments that go astray as a result of incorrect payee details.

Please note that if you are paying by monthly standing order then it is your responsibility to cancel the standing order when you no longer wish to play in order to avoid overpayment.

Please tell us how you would like to pay by ticking the relevant boxes:

I would like to make	<input type="checkbox"/>	A single payment	Bank Transfer	<input type="checkbox"/>
		OR	Paid by	<input type="checkbox"/>
	<input type="checkbox"/>	A regular monthly payment	Standing Order set up	<input type="checkbox"/>
				<input type="checkbox"/>

The cost of a single payment will be equal to the number of membership numbers requested (a) multiplied by the number of months (b)

The cost of each monthly payment will be equal to the number of membership numbers requested (a) for each month played.

I agree to join the FOSVP '100 Club' and that I have arranged my membership payment(s). I agree to abide by the published rules.

Signature _____ Date _____

Please return this form to the school office so we can allocate your membership number(s). Please note that we will keep our copy of this form for our records.

THANK YOU FOR YOUR SUPPORT AND GOOD LUCK!

FOSVP 100 CLUB MEMBERS FORM

To be completed by the Friends of Swindon Village Primary School and returned to you. Once returned to you, please check and make sure that the information on this form is correct

This form is important – it lists the details we have for you and the numbers you’ve been allocated (and the months you have them for). Please check that this form is correct (that we’ve got your name right, that you’ve got as many numbers as you’d expect). If you think that there’s a mistake on the form then please contact fosvps100club@gmail.com as soon as possible.

Name of entrant: (if you win then the cheque will be made out to this person)

Email address we can use to contact you: _____

Name and class of child at school (if applicable). This helps us get your form back to you.

(a) We have allocated _____ membership numbers

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(b) We have allocated you these numbers for the following draws:

-	27/10/2022	24/11/2022	22/12/2022	26/01/2023	23/02/2023
22/03/2023	26/04/2023	24/05/2023	28/06/2023	12/07/2023	-

(c) Our records show that you have chosen to pay by:

<input type="checkbox"/>	A single payment	Paid by	Bank Transfer	<input type="checkbox"/>
				<input type="checkbox"/>
				<input type="checkbox"/>
<input type="checkbox"/>	A regular monthly payment		Standing Order set up	<input type="checkbox"/>
				<input type="checkbox"/>

If you are paying by Bank Transfer your payment reference is: _____

Please note that we are not responsible for payments that go astray as a result of incorrect payee details. Please remember that if you are paying by monthly standing order then it is your responsibility to cancel the standing order when you no longer wish to play in order to avoid overpayment

The 100 Club is organized by the Friends of Swindon Village Primary School under the terms of their Small Society Lottery Licence. 21/00295/LOTR. The Lottery Organizer is Kate Mynett, c/o Swindon Village Primary School, Church Rd, Cheltenham, Glos, GL51 9QP

PURPOSE

The purpose of the '100 Club' is to raise funds to support the goals of the charity. All monies will be paid into the FOSVPS bank account and all proceeds will be used to meet funding requests from the School, and to provide equipment, resources and opportunities for SVPS pupils.

RULES

1. The '100 Club' is open to all parents, carers, guardians and staff at Swindon Village Primary School provided that they are aged 18 or over. Committee members and Trustees of the Friends of Swindon Village are also permitted to join.
2. For a cost of £1 per month (i.e. per draw) you will be allocated one number.
3. A draw will be made every month with a 1st, 2nd and 3rd prize.
4. The prizes will total 50% of the monthly income. This will be apportioned as: 1st prize of 25%, 2nd prize of 12.5% and 3rd prize of 12.5% for 10 months.
5. No single person may buy more than 10 membership numbers for any single draw.
6. Membership numbers will be allocated by the Friends.
7. Payments must be made by bank transfer or standing order. For payments by standing order months' notice is required for cancellation.
8. A member's number(s) will only be entered for the monthly draw if their subscription is up to date.
9. If a member has no valid reason for missing a payment and unless otherwise advised, a member will be deemed to have left the 100 Club if his/her subscription renewal remains unpaid for a period of one month.
10. The draw shall be made by the Head Teacher or an alternative member of staff on the last term time Friday of each month, apart from July when it will be moved to the week before to allow time for prize cheque to be issued. We plan for draws will take place at 3.30pm in the school office on:
 - 27th October 2023
 - 22nd March 2024
 - 24th November 2023
 - 26th April 2024
 - 22nd December 2023
 - 24th May 2024
 - 26th January 2024
 - 28th June 2024
 - 23rd February 2024
 - 12th July 2024
11. We reserve the right to change the date and time of the draws where necessary. Where circumstance requires the timing of the draw to be varied the new timing will be announced as far in advance as possible.
12. The winning cheques will be available for collection from the school office within one week of the draw. If the draw takes place close to or in the school holidays, the cheque may be posted to the address provided. It is the responsibility of the winners to arrange to collect their cheques from the office.
13. The name and winning membership numbers for each month's winners will be posted on the Friends of Swindon Village Primary Facebook page.
14. The '100 Club' is run by the FOSVPS under the terms of its Small Societies Lottery License. In the case of any dispute then the decision of the FOSVPS Chair is final.
15. If a winner cannot be contacted using the details that they have provided and does not collect or cash their cheque within 6 months, then their winnings may be considered to have been donated to FOSVPS.
16. The Friends will retain membership forms and will process the details provided by entrants for the purposes of running the '100 Club'. We will use the contact details provided to inform participants if they win and to communicate any updates, changes or decisions about the future of the '100 Club'. All personal data will be handled in accordance with the Friends published Data Protection Policy and Privacy Notice, as published on the Friends page of the School website.
17. These rules will remain in force for the duration of the '100 Club': a separate announcement will be made regarding any continuation of the '100 Club' after July 2024. Any change to these rules will be communicated directly to members and will be publicised to the parents of pupils of the school.