



**Trawden Forest Community Centre, Library and Shop**  
**Charitable Incorporated Organisation (CIO)**

Charity number 1158193

**500 Club Purpose and Rules.**

**The purpose** of the Trawden Forest Community Centre, Library and Shop (TFCC) 500 Club is to raise funds to maintain and develop facilities for the TFCC as a resource for the community and the wider neighbourhood.

The money will be paid into a designated 500 Club bank account and the surplus funds after prizes will be used to help support the core funding of TFCC CIO.

**As a member**, you can enter a draw to win a share of the Annual Income of the money collected that year, there will be 12 draws per annum plus 2 additional draws, as detailed below.

3 Prizes are awarded each month, first, second and third places.

First, second, and third places will also be awarded in two additional draws on 21st June and 21st December.

50% of the money collected each year will go towards funding of TFCC.

**Membership is £20.00 per annum.**

To become a member or renew your membership of the TFCC 500 Club please download and return the relevant form by clicking the buttons below.

If wanting to pay by cash or cheque please contact us on [500club@trawdenforest.com](mailto:500club@trawdenforest.com), or 07791552767

Please complete and post, along with the correct remittance, in the RED secure box located in the Trawden Forest Library and Shop, see rule 7 below.

## **Please note**

When completing the Direct Debit mandate, it will show £20.

If purchasing more than one number the amount due will be amended by 500 club administration to reflect the corresponding amount. You do not need to set up a separate Direct Debit for each number, for example if you apply for three numbers, the direct debit will show £20 and this will be amended to £60 by the administration.

## **Rules**

1. Membership subscription is £20.00 per annum, members will be allocated one number per entry which will be entered into each draw (the same number each time). A member may purchase more than one number. Membership shall be confirmed by the TFCC Trustees, who on receipt of the annual subscription of £20.00 shall issue unique number(s) which members will retain for the duration of their membership.

2. The lottery will be called the 500 Club regardless of the number of members.

If there are fewer than 500 members in the monthly draw, there will still be three prizes, but the amount of each prize may be reduced accordingly.

If there are fewer than 500 members in the 21st June and 21st December additional draws, there will still be three prizes, but the amounts of each prize may be reduced accordingly.

3. Subject to full take up of 500 Club members, prizes will be awarded monthly as follows-

- 1st prize 50%, 2nd prize 30%, 3rd prize 20%.

Monthly draws will be made any day during the last full week of every month.

4. In addition a draw will be made with a first prize, second prize and third prize which will be drawn every 21<sup>st</sup> June and 21<sup>st</sup> December (from 2025).

- 21<sup>st</sup> June 1st prize 50%, 2nd prize 30%, 3rd prize 20%.
- 21<sup>st</sup> December 1st prize 50%, 2nd prize 30%, 3rd prize 20%.

5. The prize fund total will be approximately 50% of the total income.

50% of income generated will be given to TFCC. The remaining 50% will be used to fund the monthly draw and the 2 additional draws on 21<sup>st</sup> June and 21<sup>st</sup> December.

6. TFCC 500 Club will be operated under the rules of a “small society lottery” by and on behalf of TFCC, through its Trustees and is open to anyone aged 18 and over. Club members may have multiple subscriptions.

7. Payments can be made by Direct Debit, cash, or cheque made payable to Trawden Forest Community Centre. Cash/Cheque payments to be attached to the application form and placed into the secure box at Trawden Forest Community Shop. If a receipt is required a stamped addressed envelope must be included.

8. Membership shall be by completion of the Membership Form, providing full name and contact details and a signature accepting the TFCC 500 Club’s rules and conditions.

9. The club runs in annual cycles, from January to December every year. Individuals may

join at anytime up to 31st December and membership is £20.00 per number for 12 months which entitles a member to be entered into 12 monthly draws (January to December) plus two additional draws on 21<sup>st</sup> June and 21<sup>st</sup> December. (subject to point 11)

10. If a new 500 Club member joins the 500 Club in June membership is £10.00 per number for six months which entitles a member to be entered into 6 monthly draws (July to December) plus one additional draw for 21<sup>st</sup> December. (subject to point 11)

11. All memberships will be due for renewal in November of each year. Renewals can be made by Direct Debit, cash, or cheque, to qualify for all the draws in the following membership year.

12. 500 Club members can cancel their membership of the 500 Club at any time by giving one month's written notice to TFCC Trustees. Under no circumstances will any payments, or pro-rata months' outstanding monies, be refunded. A member will be deemed to have left TFCC 500 Club if their subscription renewal remains unpaid by 1<sup>st</sup> January of each year.

13. Membership shall be renewed annually (reminders will be sent out). Any person who has failed to renew, by payment of the annual fee, by 1<sup>st</sup> January each year will automatically have their membership terminated. (see subject to point 12). Their number may be sold to someone on the reserve list.

14. The monthly and two additional draws will be done using an online number generator app.

15. All draws will take place during the last full week of each month, including the additional June and December draws. Draws will take place publicly in Trawden Forest Community Library.

16. Each monthly draw and additional draws will be posted on the website <https://www.trawdenforest.com/500-club>

17. All prize winners will be notified by email or phone and will be paid by bank transfer within one week of the draw, and only to the person holding the winning number.

18. The winning numbers of each month's draw will be posted on Trawden Forest social media.

19. If, for any reason, a member cannot be contacted, after a period of 6 months, their winnings shall be allocated into TFCC funds.

20. If a member dies during an annual membership period, unless notified by a family member, their number(s) shall remain in the draws for the remainder of that year.

21. TFCC 500 Club will be run by the Trustees of TFCC. In case of any dispute, the decision of the Trustees is final.

22. The TFCC trustees shall have the right to amend or revoke these rules at their absolute discretion with such reasonable notice to the TFCC 500 Club members as is necessary.

23. Members' personal details will be stored in accordance with TFCC privacy policy. Members' names and contact details will not be used for any purpose other than the

administration of the 500 Club and will not be passed on or sold to third parties.

24. All enquiries concerning the 500 Club should be addressed to  
[500club@trawdenforest.com](mailto:500club@trawdenforest.com)

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