



# LOTTERY POOL

## GUIDELINES | WHAT TO INCLUDE

**Leadership:** Who will be the group leader(s) and how will they be selected?

**Funds:** How will funds be collected and where will the funds be stored until ticket purchasing? If there are small wins that will be used for buying more lottery tickets, how will those funds be stored until future purchase?

**Investment/shares:** Does everyone have to contribute the same amount or are members allowed to contribute as much as they want?

**Members:** Will you have a limit to the number of people who can join your lottery group?

**Tickets:** Where will the purchased tickets be stored? How will copies of the tickets be distributed?

**Deadlines:** What will be your deadline for collecting money for each jackpot drawing?

**Ticket purchasing:** When will tickets be purchased and from what location?

**Big wins:** What is the process to confirm and process big wins?

**Small wins:** How will small wins be handled? Distribution, re-investment, special purchasing?

**Communication:** What communication tools will you use to communicate with the group? Emails, Facebook?

**Records:** How will past jackpot purchases and tickets be stored for future reference?

**Contract:** Will you have a lottery pool contract that is required for participation?

**Signature and date for acceptance:** Require a signature on the rules document to confirm acceptance of the rules.