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BEFORE THE EVENT.....

- 1 If you are hiring a projector television for the event, try to obtain the largest screen that will comfortably suit your venue.
- 2 Arrange for the ticket sellers and pay-out clerks to be visible to everyone in the room.
- 3 Have a good Master of Ceremonies. Ideally this should be somebody that is a member of the organisation, is known to all the other members and is 'a bit of a character'!
- 4 Select tickets sellers who not only do their job efficiently but have plenty of personality to encourage the punters to bet!
- 5 Try to obtain sponsorship from local businesses, breweries etc to offset the cost of the racenight.
- 6 Do remember to give the ticket sellers and pay-out clerks plenty of change for the float.

THE BIG EVENT

- 1 Make sure that the Master of Ceremonies lets the punters know the cost of the unit stake for the betting (£1 or 50p we suggest).
- 2 Make sure that everyone knows who is selling the tickets and how you are going to arrange the payout.
- 3 Make sure that everyone has a programme.
- 4 At the start of each race, your MC reads out the names of the horses. Your MC can also let everyone know who the outsiders and favourites are!
- 5 Setting up the tote. It is important to make sure that betting is handled simply and efficiently. You will need four members seated at a table to sell Tote tickets on each race. Each ticket seller can handle tickets for two horses. There will be a separate pay-out point for the winning horse. A percentage is taken of all the bets for your organisation's funds and the remainder divided equally between those who



bet on the winning horse. As soon as the race is over, the pay-out dividend is announced and the lucky punters collect their winnings from the pay-out point.

- 6 Get the MC to mention whether the going is firm, overcast or anything fictitious, as it helps give the event a 'live' feel!
- 7 When all of the betting on each race has been completed, the Tote must be closed and a member of the audience makes a selection from the available races. The seal is then broken in front of the audience and handed to the video operator.
- 8 While the race is on, your pay-out clerks calculate the winnings, using the pay-out calculator supplied.
- 9 When pay-outs are announced, round it to the nearest 10p, as this makes it easier for your pay-out clerk and you won't run out of change!
- 10 Allow 10 to 20 minutes until the next race. This avoids the rush and boosts bar sales (just like the real thing)!
- 11 At the end of the evening remember to thank those who have assisted, including the ticket sellers, pay-out clerks and the person working the lights!!

HAVE FUN!!

If you have any other suggestions that you think our other fund raisers would benefit from then please drop us a note to suggestions@racenight.me.uk



HOW A RACE NIGHT WORKS

A race night is a fantastic way to raise funds for your club, charity, school or society.

There are a few things that you need to do to make your race night a success. It depends upon your objectives for the race night, but most fund raising race night events are run to make the most money.

For tips on making the most money please see our **how to make the most money** tips. This gives tips for making money before and during the race night.

There are several jobs that will need to be done before and during the race night.

Before your race night you will need to organise the following.

<u>Race Night Promotions Manager</u> - Someone to put up race night posters, speak with local companies to get prizes and sponsorship for the race night. Sell the advanced race night programmes.

Race Night Event Manager - Someone to sort out the venue for the race night, Master of ceremonies and projector.

During the race night you will need the following.

<u>A Race Night Master of Ceremonies</u> - You can hire an MC but the local character of the club can usually do a good job and this will help the race night run at a profit.

<u>Race Night Tote Ticket Sellers</u> - These are the people who take the race night wagers. As our race night betting uses real betting slips, just like the real thing, it's very quick to operate and it means that any tote seller can take any race night wager.

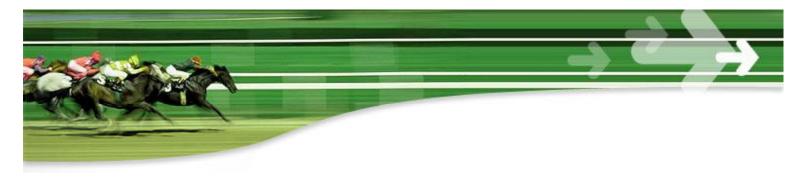
<u>Race Night Tote Ticket Payout</u> - This is the person who is responsible for paying out the race night winners. Depending upon the size of your race night this can be covered by the seller.

Projectionist - Someone to be in charge of the displaying of the race night films and the sound system.

<u>Race Night Support Staff</u> - People to help generally on the day of the race night. There may also be a requirement for bar staff, catering staff, doorman, someone to sell race night programmes, raffle tickets and cleaners!

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As an organisation, you decide on the size of each race night bet. This can be anything you like but we recommend either 50p or £1.00. You then decide how much of the race night tote the charity will retain for their funds - we recommend between 40% and 60%.

Once you have made all of these decisions, you need to open the race night tote for the first race. Punters may place as many bets on as many horses as they wish in the following race. When all bets have been placed the race night tote is closed. This is to comply with the **current legislation**. Once the race night tote is closed the race is selected and displayed. We supply payout tabulators that make the working out of the race night payout very easy.

That's about it! Just repeat the above for all of your race night races and enjoy the evening!



HOW MUCH WILL WE MAKE?

This is a question we are always asked and it's a tough one to answer. There are a lot of variables, the biggest one is how much time are you prepared to invest to make the race night a success. But to give you an idea on the earning capability of an event, let's look at a typical event with twenty race night guests:-

Sell race night admission tickets. 20 X £1.00 =£20.00

Find race night sponsors for each race. 8 X £10 = £80.00

Sell the race night horses Races 8 X Horses 8 = 64 X £2 = £128.00

Race night betting on each race $20 \times 8 \times 0.3 = £48.00$

Total Race Night Income from 20 clients = £276.00

You can flex these numbers up and down depending upon your number of clients and the amount of race night sponsorship you can get. But this just shows that you can make money with very few clients.

The most important thing with any race night is to get the maximum number of people to the race night. The more guests the more you can make from everything!

Good luck!



GOOD IDEAS FOR ADDITIONAL GAMES

You may also wish to have additional race night games taking place on the night. Here are three that we can recommend.

1 Race Night - Winner from Loser

This must be mentioned at the very start of your race night event before the start of the first race.

After each race, all of the punters holding winning tickets take them to the pay-out point to receive their race night winnings. All of the losers however, must write their name on the back of the race night ticket and put it into a cardboard box (you could position this near the race night ticket sellers).

Before the last race of the race night takes place, a draw is made and 8 tickets drawn out of the cardboard box. Those whose names are on the back of the tickets are given a horse in that order. These are read out over the microphone so that all of the punters know who the lucky 8 people are who have a horse in the last race of your race night.

The race is run and the winner is declared. This person will receive a prize (either cash or a bottle of drink!) It's up to you!

The advantage of this great race night game, is that it not only keeps people interested until the end of the race night, but it keeps the floor clean of all used race night betting slips and gives the losers an opportunity to win a race night prize.

2 Race Night - Horse Auction

Select a couple of races during the race night i.e. the fourth and the last and hold a race night auction. Everyone at the race night can bid for whichever horse they like and the highest race night bidder takes the horse. After the 8 race night horses have been auctioned, your organisation deducts a percentage i.e. 25%. The race is run and the balance is paid to the winning owner.

3 Race Night - The Raffle Race

This requires the audience to buy tickets for a 'Star Prize'. From the tickets sold, 8 are drawn out at random and are awarded a horse in the next race. Whoever owns a winner, then receives a race night prize.

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OTHER MONEY MAKING IDEAS

1 Race Night - Race Sponsorship

You can sell race night - race sponsorship for, say, £10. This could be a pub, restaurant or a local business.

2 Selling Race Night Programmes

You can sell race night programmes on the evening to generate more race night revenue.

3 Race Night - Horse Sales

Horses can be bought at the race night. After the race night Tote is closed, 8 people are welcome to come and buy the horse from the MC for £1 each. The winner receives £5 and £3 goes towards the funds. You must sell all 8 horses to justify this.

4 Race Night - Sundry Raffles and Tombolas

In between races offers an ideal opportunity for other activities such as tombolas and raffles. These can contribute to the fun and profit of the race night!

5 Race Night - Bar and Drink Sales

The race night bar will have a busy time and, in some instances, the major reason for a race night is to boost bar sales.



LEGISLATION AND YOUR RACE NIGHT

Race nights

This fact sheet covers some of the usual questions asked about race nights. It is not a definitive description of all the rules and regulations that apply to race nights. Reference should be made to the Lotteries and Amusements Act 1976 for precise details of the law.

Definition of a race night

Race nights are events in which participants stake money on the outcome of recorded races and where the selection is totally dependent on chance and where no "odds" or "form" are available to assist the selection.

Proceeds go to purposes of the organisation or a charitable purpose but are not for private gain or commercial purposes.

How to run a Race night

It is usual to run a race night as an amusement with prizes under section 15 of the Lotteries and Amusement Act 1976.

The race night must not be the sole attraction and must be part of an exempt entertainment such as a bazaar, sales of work, fete, dinner dance, sporting events or similar gatherings.

There are certain conditions set out in section 15, which must be observed when promoting and conducting a race night as an 'amusement with prizes at an exempt entertainment'. These are listed below.

The race night must not be the only, or only substantial, inducements to persons to attend the entertainment.

The whole proceeds of the entertainment, after deducting the expenses of the entertainment, must be devoted to purposes other than private gain.



The hire of any machinery to run the race night can be defrayed from the proceeds but not if it is made in some way dependent upon the extent to which the equipment is used. For instance profit sharing arrangements between equipment manufactures, hirers and promoters would not be allowed.

Registration requirements

There are no registration requirements.

NB. We cannot give authoritative legal advice about every possibility in this area. We strongly advise any individual or company seeking to set up these or any other types of Fundraising events to seek independent legal advice.



OUR PRODUCTS AND PRICES

To order the services online www.racenight.me.uk

1. The LUCKY 6 KIT

- 6 sealed films
- 200 Betting Slips
- 50 pre-printed programmes
- · one set of ID cards
- 6 payout forms
- return parcel labels

Price: £69.99 ORDER

3. The FAVOURITE 8 KIT

- 8 sealed films
- 400 Betting Slips
- 100 pre-printed programmes
- one set of ID cards
- 8 payout forms
- return parcel labels

Price: £89.99 ORDER

2. The SUPER 7 KIT

- 7 sealed films
- 400 Betting Slips
- 100 pre-printed programmes
- one set of ID cards
- 7 payout forms
- · return parcel labels

Price: £79.99 ORDER

4. The DELUXE 9 KIT

- 9 sealed films
- 400 Betting Slips
- 100 pre-printed programmes
- one set of ID cards
- 9 payout forms
- return parcel labels

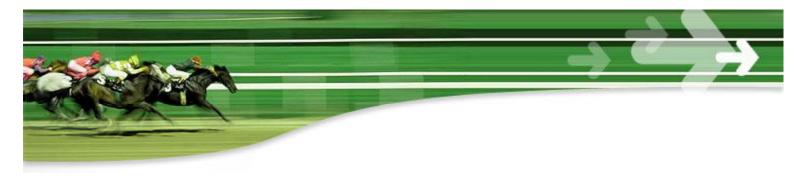
Price: £99.99 ORDER

All Races feature 8 runners, numbered 1-8

5. Betting Slips	per 100 slips - £5.00
7. Programmes: Pre-printed with humorous names	per 100 - £10.00
Carriage on every order (Mainland only - excluding Scottish Highlands) Standard delivery lead-time 7 working days	£18.00
Express delivery (Royal Mail before noon service Mon- Fri), subject to availability	Surcharge of £18.50

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TERMS AND CONDITIONS

This Service is owned and operated by Racenight.me.uk. The rental service offered (the "Service") are provided to users who are at least 18 years old and resident in the UK ("Member") pursuant to these Racenight.me.uk Terms and Conditions. By using this service Member agrees to these Terms and Conditions. If Member does not agree to these Terms and Conditions, Member may not use the Service. Member understands and agrees that these Terms and Conditions represent a legally binding contract between Member and Racenight.me.uk. In addition, when using particular Service, Member shall be subject to any posted guidelines applicable to such Service. All such guidelines are hereby incorporated by reference into the Terms and Conditions and may also be modified pursuant to the procedures laid out in Section 1, below. The contract shall in all respects be governed by English law and shall be deemed to have been made in England and the member and Racenight.me.uk agree to submit to nonexclusive jurisdiction of the English courts. These conditions shall be deemed to be incorporated in all contracts of Racenight.me.uk to supply Service and in the case of any inconsistency with any order or form of contract sent by the Member to Racenight.me.uk whatever may be their respective dates the provision of these Conditions shall prevail. Nothing contained in the terms and conditions excludes or limits members statutory rights.

Section 1 Modification to Terms and Conditions

Racenight.me.uk may modify the Terms and Conditions at any time without notice. Racenight.me.uk will notify Member of any such changes via e-mail and/or by post. If Member objects to any such changes, Member's sole recourse shall be to cease using the Service. Continued use of the Service following notice of any such change(s) shall indicate Member's agreement to be bound by such changes. Member can review the most current version of the Terms and Conditions at any time.

Section 2 Service Description

Racenight.me.uk currently provides Member with access to a race video library which is rented to the member for a fixed fee. The racenight is delivered to the member by the DHL and is returned to Racenight.me.uk by DHL within the UK. Postage costs borne by the client and are charges as postage and packaging. Racenight.me.uk reserves the right at any time and from time to time to modify or discontinue, temporarily or permanently, the Service (or any part thereof) with or without notice. This does not affect your statutory rights as a consumer. MEMBER AGREES THAT Racenight.me.uk SHALL NOT BE LIABLE TO MEMBER OR TO ANY THIRD PARTY FOR ANY MODIFICATION, SUSPENSION OR DISCONTINUANCE OF ANY OR ALL OF THE Service. Unless explicitly stated otherwise, any new or additional features that augment or enhance the current Service, including the release of new Racenight.me.uk properties or Service, shall be subject to the Terms and Conditions. Subject to availability, Racenight.me.uk will deliver goods 2 days before the event, unless otherwise agreed with member. Shipments outside the UK will be subject to individual agreement.

Section 2a Cancellation Rights

Member can cancel up to 5 working days before the shipment date. Once a racenight has been shipped then a client is liable for the full cost of the racenight. Any cancelled order is subject to a £25 handling fee.

Section 3 Member Obligations

In order to use the Service, Member agrees to:

- (a) provide safe and secure storage for the race videos
- (b) Agrees to return the rented material the next working day after the event using DHL. Use of any other courier is at the members risk and as such they shall be liable of any loss and will be subject to our standard late fees, until all material is returned to stock.
- (c) provide true and accurate information at all times. If Member provides any information that is untrue, inaccurate, not current, or incomplete, or Racenight.me.uk has reasonable grounds to suspect that such information is untrue, inaccurate, not current or incomplete, Racenight.me.uk has the right to suspend or terminate Member's account and refuse Member any and all current or future use of the Service.

 Section 4 Member Conduct

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Member agrees not to use the Service to: a. violate any local, state, national or international law; b. stalk, harass or harm another individual; c. collect or store personal data about other Members; d. impersonate any person or entity, or otherwise misrepresent Member's affiliation with a person or entity; e. interfere with or disrupt the Service or servers or networks connected to the Service, or disobey any requirements, procedures, policies or regulations of networks connected to the Service.

Member undertakes to treat the race nights with respect and care and will endeavour to insure that no damage is done to the videos, or their packaging. The member undertakes not to make any illegal copies of the videos and to respect the copyright of the films.

Section 5 Privacy Policy

Pursuant to Racenight.me.uk Privacy Policy, Racenight.me.uk may disclose to third parties certain information derived from Member's Registration Data or related data. Racenight.me.uk will not disclose any personally identifying Registration Data except as specifically authorized by Member or in the belief that such action is reasonably necessary to comply with the law, legal process, or to enforce the Terms and Conditions. Member agrees that Racenight.me.uk itself may use Member's individual Registration Data and related data to provide Member with targeted content, advertisements and information about other products and Service.

Section 6 Indemnity

Member agrees to indemnify Racenight.me.uk, and its subsidiaries, directors, employees and agents for any reasonable expense (including public expenses) or damage reclaimed by third party as a result of a Member actuation or of any other person that uses the user account and password. Racenight.me.uk has the right to disclose the identity of any Member to public authorities according to legal regulations in case that this is necessary to identify, localise or start legal action against Member and to refrain from developing any of the activities described in the previous paragraphs: Racenight.me.uk may communicate to third parties that require it personal information of the Member in case they develop activities that in opinion of Racenight.me.uk may damage third parties. The Member agrees to indemnify Racenight.me.uk and its subsidiaries, directors, employees and agents for any expense (including public expenses) or damage reclaimed by a third party as a result of a Member actuation or of any other person that uses the user account and password. The member undertakes not to hold Racenight.me.uk responsible for any delays in delivering race nights back to the company, or from the company to the member.

Section 7 General Practises

Member acknowledges that Racenight.me.uk may establish general practices and limits concerning use of the Service, including without limitation the maximum number of days that information, data, account history or other uploaded content will be retained by the Service, the maximum disk space that will be allotted on Racenight.me.uk servers on Member's behalf, and the maximum number of times (and the maximum duration for which) Member may access the Service in a given period of time. Member acknowledges that Racenight.me.uk reserves the rights to terminate accounts that are inactive for an extended period of time, as determined by Racenight.me.uk in its sole discretion. Member further acknowledges that Racenight.me.uk reserves the right to change these general practices and limits at any time, in its sole discretion, with or without notice. MEMBER AGREES THAT Racenight.me.uk HAS NO RESPONSIBILITY OR LIABILITY FOR THE DELETION OR FAILURE TO STORE ANY INFORMATION OR DATA AND OTHER COMMUNICATIONS OR OTHER CONTENT MAINTAINED OR TRANSMITTED BY OR THROUGH THE Service.

Section 8 Termination

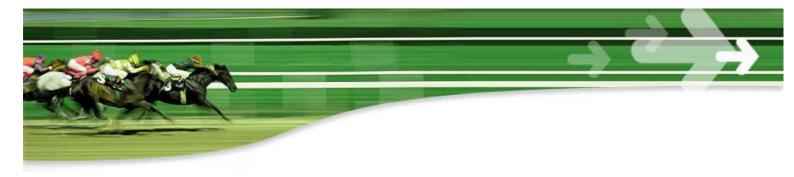
Member agrees that Racenight.me.uk, in its sole discretion, may terminate Member's use of the Service, without notice. If Racenight.me.uk terminate the agreement under section 8, they will refund the member for any unused service entitlement, within 28 days. FURTHER, MEMBER AGREES THAT Racenight.me.uk SHALL NOT BE LIABLE TO MEMBER OR ANY THIRD PARTY FOR ANY TERMINATION OF MEMBER'S ACCESS TO THE Service. Member may terminate their Service at any time. Notice must be given in writing and by e-mail, quoting order number. Notice must be received by Racenight.me.uk AT LEAST 5 Working Days prior to the shipping date.

Section 9 Dealing with Advertisers

Member's correspondence or business dealings with, participation in promotions of, or purchase of goods and/or Service from advertisers or sponsors found on or through the Service, including payment and delivery of goods or Service, and any other terms, conditions, warranties or representations associated with such dealings, are solely between Member and such advertiser(s) or sponsor(s). MEMBER AGREES

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THAT Racenightme.uk SHALL NOT BE RESPONSIBLE OR LIABLE FOR ANY LOSS OR DAMAGE OF ANY SORT INCURRED AS THE RESULT OF ANY SUCH DEALINGS, OR AS THE RESULT OF THE PRESENCE OF SUCH ADVERTISERS OR SPONSORS ON ANY MEDIA OR VIA THE Service.

Section 10 Web Site Links

Racenight meuk provision of a link to any other Web site or location is for Member's convenience and does not signify Racenight meuk endorsement of such other site or location or its contents. Racenight meuk SHALL NOT BE LIABLE FOR ANY INFORMATION, SOFTWARE, OR LINKS FOUND AT ANY OTHER WEB SITE, INTERNET LOCATION, OR SOURCE OF INFORMATION. OR FOR MEMBER'S USE OF SUCH INFORMATION.

Section 11 Ownership of Materiel

Member acknowledges and agrees that the Service and any necessary Materiel provided by Racenight.me.uk and used in connection with the Service contain proprietary and confidential information that is protected by applicable intellectual property and other laws. Racenight.me.uk grants Member a personal, non-transferable and non-exclusive right and license to use the Materiel solely in connection with Member's use of the Service; provided that Member does not (and does not allow any third party to) copy, modify, create a derivative work of, reverse engineer, reverse assemble or otherwise attempt to discover any source code, sell, assign, rent, lease, loan, sublicense, grant a security interest in or otherwise transfer any right in the Materiel. Member agrees not to modify the Materiel in any manner or form, or to use modified versions of the Materiel, including (without limitation) for the purpose of obtaining unauthorized access to the Service. Member agrees not to access the Service by any means other than through the interface that is provided by Racenight.me.uk for such use.

Section 12 Disclaimer of Warranties/information Provided/No Advise

Without limiting Members statutory rights, all media and the Service are provided "as is" and without representation or warranty of any kind. Member use of the Service and/or any data and/or information provided to member on or through any media or through the Service ("information") is at member's own risk. Neither Racenight.me.uk, nor any of its information providers (defined below), make any warranty, expressive or implied, including any implied warranties of fitness for a particular user or purpose, or noninfringement, regarding the Service, the information, or any Service or merchandise provided over or through the Service, other than those warranties which are incapable of exclusion under the laws applicable to these Terms and Conditions or otherwise explicitly stated in any applicable agreement with member. The information, whether developed by Racenight.me.uk or provided by third parties ("information providers"), is neither guaranteed nor warranted by Racenight.me.uk or the information providers for its accuracy, reliability, completeness, timeliness, or suitability for member's uses or those of any other person. IN ADDITION, Racenight.me.uk DOES NOT REPRESENT OR WARRANT THAT THE INFORMATION ACCESSIBLE VIA THIS SITE IS ACCURATE, COMPLETE OR CURRENT. PRICE AND AVAILABILITY INFORMATION IS SUBJECT TO CHANGE WITHOUT NOTICE.

Section 13 Limitation Of Liability

Nothing contained in the terms and conditions excludes or limits members statutory rights.

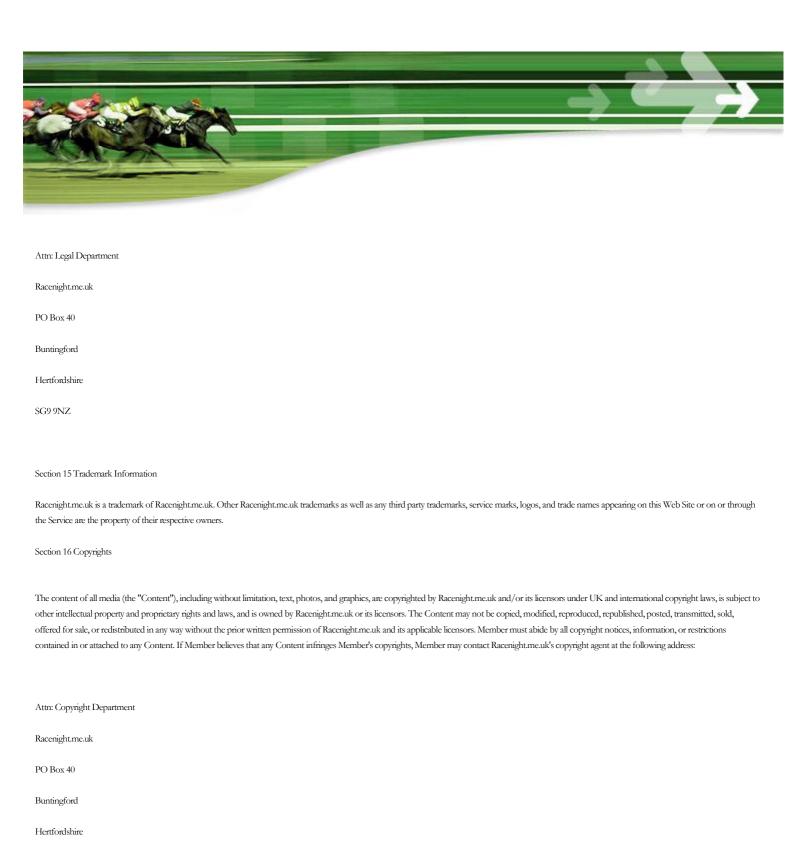
Member understands that to the extent permitted under applicable law, in no event will Racenight.me.uk or its officers, employees, directors, shareholders, parents, subsidiaries, affiliates, agents or licensors be liable for any losses that were not foreseeable to both parties when the contract was made, or for losses that were not caused by any breach on the part of the supplier.

Section 14 Notice

Notices to Member shall be made by mail, at the address given in Member's registration information, or via email at the email address provided in Member's registration information; any such notice shall be deemed effectively given upon delivery. Notice to Racenight.me.uk shall be effective upon receipt and made by mail, return receipt requested at the following address:

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Section 17 General Information

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English law, notwithstanding Member's actual place of residence, shall govern the Terms and Conditions and the relationship between Member and Racenight.me.uk. The failure of Racenight.me.uk to exercise or enforce any right or provision of the Terms and Conditions shall not constitute a waiver of such right or provision. If any provision of the Terms and Conditions is found by a court of competent jurisdiction to be invalid, the parties nevertheless agree that the court should endeavour to give effect to the parties' intentions as reflected in the provision, and that the other provisions of the Terms and Conditions remain in full force and effect, if the agreement is capable of continuing in existence without this provision. The section titles in the Terms and Conditions are for convenience only and have no legal or contractual effect.

The member undertakes not to hold Racenight me.uk responsible for any delays in delivering race videos back to the company, or from the company to the member. The member agrees not to hold the Racenight me.uk responsible for any content in any film rented as part of the Service.