

Appleby Frodingham Sports & Social Club Drum Draw Rules

- The 'Drum Draw' is a members-only lottery operated by Appleby Frodingham Sports & Social Club (AFSSC).
- The Drum Draw is exclusively open to AFSSC members over the age of 16 under the following categories of Club membership:
 - Associate Company Members (e.g. British Steel employee members)
 - Retired Members
 - Honorary Members
 - Public Members
 - Junior Members (over the age of 16).

Social Members (who only join AFSSC to use the Social Clubs) are not eligible to participate in the Drum Draw. If they wish to participate, they have to become full members i.e. Associate Company Members (if eligible) or Public Members.

- The Drum Draw is registered and licensed with the local authority (North Lincolnshire Council). Proceeds from the Drum Draw support the provision of AFSSC sports and leisure facilities, to be used by members and the local community.
- The prize fund and structure are based on anticipated revenues from the projected number of 'shares' held by members at a point in time. A 'share' is a unique number issued to participating Club members for a weekly fee known as the 'share price'.
- The share price is set annually by the Executive Committee of AFSSC, usually effective from 1 April. Fees are normally collected on a monthly basis calculated as:
Monthly payment = Share price x 52/12 x No. of shares held by the member.
Associate Company Members who are paid weekly can have the fee collected on a weekly basis from their wages but must have a full month's payment made to be eligible for the draw in a particular month.
- The maximum number of shares that can be held by any individual member is 200. Shares must be held for a minimum of 3 months. Members may increase or reduce their share holding at any time, subject to the 3 month ruling, but cannot exceed the maximum allowed. Members must advise the AFSSC Office if they wish to cancel shares, this may be in writing, e-mail or in person. The minimum number of shares that can be held is 5. Shares are not transferrable.
- Payment for shares may be through deduction from Wages/Salaries (for Associate Company Members), standing order, cheque, cash or debit card. It is the responsibility of participants in the Drum Draw to ensure that their payments are up-to-date, failure to do so may result in prizes in subsequent draws being withheld.
- Changes to the share price will be implemented through the payroll departments of Associate Companies for Associate Company Members. Other Drum Draw members will be informed as payments become due in time for standing orders to be amended.
- Associate Company Employees - In respect of absence from work through sickness, payments for the Drum Draw are received from the member's wage/salary while receiving sick pay up for up to 12 months (dependent on Associate Company rules). If the member's wage/salary is not sufficient to cover the Drum Draw payment and / or after this period it is the responsibility of the member to ensure payments are kept up-to-date by another payment method. Similar arrangements will apply to absence through maternity leave.
- The Drum Draw prize fund and prize structure are set by the AFSSC Executive Committee and publicized on the App Frod website. The prize fund and structure may be varied by the Executive Committee to meet the financial needs of the Club. Any such changes will be published on the App Frod website and will supersede previously announced figures with immediate effect.
- All draws are done electronically on a monthly basis and are witnessed by independent personnel and are subject to audit processes. A printed record for each draw is provided by the system and is retained by the AFSSC Office for control and audit purposes. The software used in the draw is also subject to independent audit. A list of monthly winning numbers and prize values will be published on the British Steel intranet.
- Drum Draw winners will be notified in writing of their winnings and prize value. All prizes are paid by cheque. British Steel employees collect their winnings from the Administration Reception at specified times. Proof of identity will be requested when cheques are collected. Other Associate Company Members' winner's cheques are posted to the relevant company and are distributed by them. Cheques are posted directly to the homes of Retired Members and Public Members.
- It is the responsibility of share holders to advise the AFSSC Office of any changes of home address and works location. AFSSC cannot be held responsible if members fail to advise the office of changes, leading to nonpayment of prizes.
- **All prizes must be claimed (cheque cashed - banked and cleared) within 180 days** of the relevant draw date, otherwise they will be deemed to be forfeited. In such cases the prize value will be returned to sport and leisure funds and will not be redistributed.