Terms and conditions of your membership:

- LPT Staff Lottery is a private lottery, organised by Raising Health (Leicestershire Partnership NHS Trust).
- Membership is restricted to substantive staff on the LPT payroll (bank staff are not eligible to play).
- Membership is not transferable and prizes will only be paid to the above membership.
- LPT Staff Lottery is a weekly prize draw.
- The cost of each entry is £1 per week.
- Each member may hold up to a maximum of 5 numbers per week.
- Numbers are allocated in order of application and cannot be picked. Players can request a change in their numbers if desired by contacting the lottery office.
- For each entry a payment of £4.33 will be deducted from your salary per month (52 weeks x £1 per entry / 12 months).
- Payment must be made in advance of the draw.
- Each week there will be 3 winners, sharing £650 in total.
- Additional prizes will be available on Super Draws which will be advertised.
- All proceeds after deducting prize winnings and administration costs will be paid into LPT’s Staff Wellbeing charitable fund.
- The winning numbers will be displayed in eNews and on eSource each week.
- The winners will be notified by the staff lottery team.
- Prize money cheques will be forwarded to the winner’s home address within seven working days of the draw.
- To cancel your membership you must notify the LPT Staff Lottery office one month in advance of your cancellation. Notifications to be received by 1st of the month or deductions will be taken.
- If you are not receiving pay for an extended period (due to a career break, maternity leave or sick leave for example) you can suspend your membership by following the same process above. You will retain your lottery numbers and will need to advise the LPT staff Lottery office when you wish to resume playing.
- It is your responsibility to inform the LPT Staff Lottery office if you change your name, address, work area or leave the Trust.

Please return this form (in an envelope) through the internal post to:

LPT Staff Lottery (Raising Health) is regulated under the Gambling Act 2005 (Small Society Lotteries), registration number BGSL0169. License issued by Blaby District Council to: Lindsay Woodward, Riverside House, Bridge Park Road, Thurmaston, Leicestershire. LE4 8PQ.
LPT Staff Lottery is the weekly lottery for staff employed by LPT. As well as the chance to win great weekly cash prizes, the profits will be used to improve staff health and well-being across the Trust.

**How it works**
Each lottery entry costs £1 per week for one number. You can have up to five entries (numbers) per week, equalling five separate chances. Payment must be made in advance of the draw. Numbers are allocated in order of application. The LPT Staff Lottery is open to all staff employed by LPT (excluding bank staff).

**How to join**
Either complete this form and send it to us through the internal post or you can complete your application online via eSource under “Your Working Life”.

**How to pay**
Your lottery membership will be deducted directly from your pay. This makes it as easy and simple as possible to buy your LPT Staff Lottery number and to make sure you never miss a draw. A deduction of £4.33 will be made each month for each number you buy (£52 a year / 12 months = £4.33). By completing the form opposite or on eSource you are authorising this deduction from your salary. Remember, you can have up to five numbers per week!

**The draw**
The lottery is drawn each week on ‘Winning Wednesday’. The winning numbers are randomly selected by the Raising Health Charity lottery computer. Winners will be contacted by telephone and prizes will be paid by cheque. Winning numbers of the weekly draws will be published each week on eSource and in the eNews.

**Cancelling your membership**
To cancel or suspend your membership (see terms and conditions overleaf) you must notify the LPT Staff Lottery team in writing one month in advance of your cancellation either by post or by emailing RaisingHealth@leicspart.nhs.uk. Notifications must be received by 1st of the month otherwise deductions for that month will be taken.

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**Membership form**
You can complete your application online via eSource under “Your Working Life”. Incomplete forms will be returned.

<table>
<thead>
<tr>
<th>Title (please circle):</th>
<th>Mr</th>
<th>Mrs</th>
<th>Miss</th>
<th>Ms</th>
<th>Dr</th>
</tr>
</thead>
<tbody>
<tr>
<td>Other (please specify):</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

| Full name: |     |
| Date of birth (players must be 16 or over): |     |
| Home address: | Postcode: |
| Work address: | Postcode: |
| Home telephone: |     |
| Work telephone: |     |
| Mobile: |     |
| Home email: |     |
| Work email: |     |
| Assignment number: |     |

I am employed by (please tick): ☐ LPT ☐ LHIS

I wish to have ☐ entry/entries per week
£1 per entry per week - ie £4.33 per entry per month (maximum 5 per person per week)

I agree to a standard deduction each month from my salary as specified above. I have read and agree to the terms and conditions. I confirm that the above details are correct and wish to be a member of the LPT Staff Lottery.

Signature: Date:  

Please return your form in an envelope through the internal post.