HOW TO SET UP AND ADMINISTER A TEXT RAFFLE

This information is in addition to our FAQs on text raffles:

https://www.nationalfundingscheme.org/text-raffle/

SET UP

1. On My Campaigns tab, click Add New TEXT RAFFLE and complete fields
2. You MUST add your lottery rules in the description box (see 7. and our FAQ on rules)
3. Select ticket price on drop down menu
4. We recommend minimum £3 value as this is not a paper ticket raffle where entrants can buy a strip of five for £5, you would need three times the entrants on a £1 ticket price
5. The default raffle keyword should be changed, please email us on hello@nationafundingscheme.org with your chosen word (the raffle must be set up first), you should receive our confirmation within 1 working day
6. Keyword should be no more than 8 characters, all letters or letters/numbers, it should not be generic, something unique to your organisation is advised
7. The text reply default message includes a link back to the campaign page where your lottery rules are hosted, this link will work when in Live mode.
8. Please note that some field values will not save (date/entrants), these are not required
9. Enable the campaign
10. You can test the raffle in Test mode on the Activation tab; entries will not be included in the final draw
11. Remember to set to Live when you are ready
12. Publicise details of entry and prizes (inc mandatory text/logo) in your marketing materials
13. Entries will show on your dashboard with the campaign code relating to the raffle
14. If there are more than 30 prizes then two raffles should be set up

DRAW RAFFLE

1. Go to Weblinks, Text Numbers & Mandatories tab, click on your text raffle link
2. On this page you can add cash entries, these monies are NOT processed by us so they **do not** show on your dashboard. The mobile/email will be included in the draw to match the number of tickets purchased and the entrant will receive mobile/email confirmation of their entry/ies.
3. Please DO NOT click on 'Draw Raffle' until the raffle has ended!
4. When drawing the raffle and have allowed time for late entries to be processed (30mins) select the Draw Raffle button
5. This will bring up a page showing a winning mobile number at the top followed by 29 more mobile numbers
6. Allocate prizes against the numbers and contact them directly

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GOOD LUCK WITH YOUR RAFFLE!