

Department of Liquor & Lottery Raffle Drawing Process

- ❖ Suppliers inform Department of Liquor and Lottery of the availability and quantity of rare spirits available to Vermont.
- ❖ Our Purchasing department enters a purchasing order (P.O.) for those products in our inventory management system.
- ❖ The inventory is shipped and received by the DLL warehouse team, which enters the received inventory in our system.
- ❖ The system generates a report of the inventory which the marketing department gives the software vendor to enter into the sweepstakes or raffle drawing.
- ❖ The vendor conducts the random sweepstakes or raffle drawing, and the DLL notifies the winners who then purchase their bottle at an 802Spirits store.

NIC VTs sweeps process:

- The drawing is performed one by one, for every Promotion_id from _Key.xlsx file according to 'Drawing Order' column.
- At first, we create secure random seed, which is utilized by data randomizer. This is a combination of current time milliseconds + random number multiplied by some incremental id from the database, so that we have it not dependent on time only.
- Drawing for given Promotion_id is performed in the following way:
 - We load the 'tickets' from a data file for given promotion and we create a list of potential winners
 - If given user bought multiple tickets for given bottle (TOTAL ENTRIES column in the data file), then we put it into the list of potential winners the number of times corresponding to number of tickets bought.
 - Then we repeatedly do the following procedure for number of available bottles to win:
 - Randomly shuffle the list of potential winners
 - Randomly pick one number from the list of potential winners
 - Save it in a winners list





- Exclude winner from further drawing in this promotion (if this is Licensee type, then we exclude given 'Bar or restaurant license number' and if this is Consumer, then we exclude given e-mail address)
- Buying multiple tickets for given bottle increases chances to win; however there is no guarantee that it will happen.

After Winners have been verified:

- All winners and their specific information are input into a letter.
- Winners are notified via email (provided at entry) with the letter of confirmation.
- This letter has specific instructions and rules that must be followed for each winner.
- Winners must confirm that they wish to purchase their winning bottle in the time frame that our retail-ops team creates. Typically this is 5-7 days after a letter of confirmation has been sent.
- About half-way through the deadline, a second reminder email is sent to all winners who have not confirmed.
- Once the deadline to confirm has been reached, all raffle bottles that have been confirmed get added to TO's to ship to each individual store.
- Bottles not confirmed by the deadline get entered into the next scheduled raffle drawing/sweepstakes.
- Once a TO has been created for a specific store it will get released to the warehouse to be picked.
- After being picked, these bottles will get organized into district groups, four total, to be hand delivered by each district coordinator. The coordinator has 4 business days to have all bottles delivered to the agency stores.
- Once all bottles have been picked, another confirmation letter is sent to the winners via email. This letter states when hand delivery will be made to their specified store and how long they have to purchase it, typically 10-14 days.
- Consumer-Licensee bottles not purchased by said deadline will be returned to the warehouse. These bottles will be entered into the next scheduled raffle.
- After being hand delivered, the store must sign the delivery slip, that then gets returned to DLL for our records.
- All stores will also have letters to accompany with each specific bottle that the winner and a store employee must sign at the time of purchase by the winner.
- These letters are then sent back to DLL for our records. (These are disposed of a year after the final sales)

