

## THIRD PARTY FUNDRAISING RULES AND REGULATIONS

1. The Burdekin Association's name, logo and/or letterhead may not be used by any individual or organisation to solicit prizes, sponsorship, underwriting or cash donations from another organisation in order to support the event, promotion or sale. The use of the name of the Burdekin Association may not be used in any way without written permission. The official logo may not be used without prior written approval from the Chapter/National office (for more information on receiving approval please contact the Burdekin Association's Chapter representative.)
2. The Burdekin Association will not solicit prizes for your event.
3. The organiser must register the event with the Burdekin Association at least six (6) weeks in advance of the event.
4. An individual, company, or organisation may not offer, on behalf of the Burdekin Association, free tickets, advertising, or mentions in the event programs in exchange for cash donations, sponsorships, or underwriting.
5. Contributions to the Burdekin Association are tax deductible less the value of goods and services received. This must be stated on the event invitation or promotion. Items sold at the event are not tax-deductible.
6. The Burdekin Association cannot guarantee media coverage (television, radio, or print). Contact with the media about the event or promotion may be made, provided that the host communicates with the Burdekin Association about or regarding contacts or arrangements that are made. The Burdekin Association does not purchase advertising to promote third-party events.
7. The Burdekin Association is not responsible for providing liability insurance for the event. Event organisers shall indemnify and hold harmless the Burdekin Association from liabilities, losses, and expenses arising from the event or promotion.
8. The Burdekin Association cannot serve as the fiscal agent for the event, ie. The Association will not pay expenses for the event. In addition, event organisers must comply with all local and state laws and purchase any necessary permits and licenses.
9. The Burdekin Association cannot guarantee employees and/or volunteers will be available for the event. Requests for staff/volunteer assistance at the event should be made at the time of the proposal.
10. The Burdekin Association reserves the right to approve any additional sponsors which are considered.
11. A minimum of seventy-five (75) percent of the gross proceeds of the event must be donated to the Burdekin Association. A financial statement must be presented, along with the proceeds, within thirty (30) days of the event's conclusion. The expenses for your event should not exceed 25% of your total revenue.

By adding to our fundraising efforts you will be making a huge difference in the lives of children and young people in need.