

FUNDRAISING PROPOSAL & AGREEMENT



FUNDRAISER

Name of group/organisation/company _____

ABN _____ ACN _____

Address _____

Postcode _____

Name of event manager _____

Phone (BH) _____ Mobile _____ Fax _____

Email _____ Website _____

Type of organisation

Club Company Sole Trader Association Partnership Other _____

Director or Partner Details (If applicable)

Name _____

Address _____

Phone (BH) _____ Mobile _____ Fax _____

Name _____

Address _____

Phone (BH) _____ Mobile _____ Fax _____

Name of personal referee _____

Address _____

Relationship _____ Phone _____

Have you ever raised funds for the Good Friday Appeal before? Yes No

FUNDRAISER EVENT

Select the type of Fundraiser Event you would like to undertake

- | | |
|--|--|
| <input type="checkbox"/> Raffle | <input type="checkbox"/> Work/School Charity Day |
| <input type="checkbox"/> BBQ/Luncheon | <input type="checkbox"/> Art/Craft Exhibition/Sale |
| <input type="checkbox"/> Dinner & Auction | <input type="checkbox"/> Golf Day |
| <input type="checkbox"/> Entertainment/Music | <input type="checkbox"/> Sports Day |
| <input type="checkbox"/> Family Fun Day | <input type="checkbox"/> Fashion Parade |
| <input type="checkbox"/> Fun Run/Ride/Walk | <input type="checkbox"/> Bowls Day |
| <input type="checkbox"/> Trivia Night | <input type="checkbox"/> Car Rally |
| <input type="checkbox"/> Head Shave | <input type="checkbox"/> Fete/Market |
| <input type="checkbox"/> Other _____ | |

Fundraiser Event name _____

Proposed Date/Time _____

Address (Venue) _____

How do you plan to advertise your Fundraiser Event? _____

Do you have or intend to seek public liability insurance for your Fundraiser Event? Yes No

Insurance Details

Type _____

TERMS AND CONDITIONS OF REGISTRATION AS A FUNDRAISER ON BEHALF OF THE GOOD FRIDAY APPEAL

1. These terms and conditions govern the Fundraising Event described in the Fundraising Proposal and Agreement being organised by the Fundraiser on behalf of The Royal Children's Hospital Good Friday Appeal (RCH Good Friday Appeal). The Fundraiser agrees to be bound by and accepts these Terms and Conditions by signing and returning to RCH Good Friday Appeal Fundraising Proposal and Agreement.
2. 'Fundraiser' means the individual or organisation holding the Fundraising Event on behalf of the RCH Good Friday Appeal as detailed in the Fundraising Proposal and Agreement. Fundraisers do not represent the RCH Good Friday Appeal but are acting on their behalf to raise funds that will be forwarded to the Good Friday Appeal. A fundraiser has no power to bind the RCH Good Friday Appeal in any manner whatsoever or to take any action or do any act or thing in the name of the RCH Good Friday Appeal. Fundraisers must make this clear in all dealings with the public, sponsors and supporters.
3. The Fundraising Event shall be conducted in the Fundraiser's name and is the sole responsibility of the Fundraiser. The financial aspects, fundraising, raffles, record keeping and management of the Fundraising Event are entirely the responsibility of the Fundraiser. All costs and debts associated with the fundraising activity are the responsibility of the Fundraiser. The RCH Good Friday Appeal is not able to take a co-ordination or management role in these activities, however, will provide whatever support and advice possible. The Fundraiser will not act in a way which has the effect of impacting adversely on the image, reputation or brand of the RCH Good Friday Appeal.
4. The Fundraiser agrees that it is solely responsible for the organisation, management and conduct of the Fundraising Event and all associated costs and liabilities. It warrants that the Fundraising Event will be promoted and conducted by the Fundraiser in compliance with all relevant laws and regulations. Without limiting the above, the Fundraiser acknowledges and agrees that, to the full extent permitted by law, the RCH Good Friday Appeal (including its officers, directors, employees and agents) shall not be in any way liable, whether solely or jointly, for any loss, damage or injury howsoever sustained (including without limitation, for negligence or breach of statutory duty) to any person or property, arising out of or in respect of the Fundraising Event.
5. Any person or organisation fundraising in Victoria is required by law to have an 'authority to fundraise'. The RCH Good Friday Appeal will send the Fundraiser an authorisation letter confirming The RCH Good Friday Appeal's involvement when:
 - A written and signed Fundraising Proposal and Agreement has been received;
 - The RCH Good Friday Appeal is satisfied that the Fundraising Event will produce a appropriate return after expenses have been deducted.
 - The RCH Good Friday Appeal is satisfied that the Fundraising Event fits in with the aims and values of The RCH Good Friday Appeal.
 - The RCH Good Friday Appeal is satisfied that the Fundraising Event is not high risk.The Fundraiser is not authorised to use the Good Friday Appeal as its beneficiary charity until the Fundraiser has received a letter of authorisation from the RCH Good Friday Appeal.
6. All publicity:
 - must clearly state that funds raised will be forwarded to the RCH Good Friday Appeal.
 - material must be approved by the RCH Good Friday Appeal prior to it being publically displayed.
 - must be forwarded to the RCH Good Friday Appeal so that the Appeal can answer enquiries from the public with confidence about the Fundraising Event.
7. The RCH Good Friday Appeal grants to each Fundraiser a licence for the duration of the Fundraising Event to display and use the Good Friday Appeal logo as permitted in the fundraising letter of authorisation from the RCH Good Friday Appeal. Approval of a fundraising activity and use of the Good Friday Appeal logo is not and must not be used in any way to indicate an endorsement by the RCH Good Friday Appeal or The Royal Children's Hospital of a product or service.
8. All collectors must wear clearly visible identification badges detailing the RCH Good Friday Appeal. They must use collection tins provided by the RCH Good Friday Appeal.
9. The RCH Good Friday Appeal may withdraw approval immediately to the Fundraiser and its Fundraising Event in its absolute discretion if it considers it necessary to protect the reputation of the Appeal. In this situation, fundraising and promotion must cease immediately. The fundraising authorisation and all monies raised must be returned to the RCH Good Friday Appeal within seven days of the withdrawal of the approval.
10. When you provide the Fundraising Proposal and Agreement, the RCH Good Friday Appeal will collect certain personal information about you. For details of the information we collect and its uses please see our privacy policy. Despite anything in that policy, however, we will not use your personal information collected in relation to you to contact you with marketing offers, nor pass that information to our related companies for that purpose, however we may contact you for other reasons relating to the provision of fundraising activities that you have submitted. You can contact our privacy officer at Email: privacy@hwt.news1td.com.au, Mail: PO Box 14999 Melbourne City MC 8001. Should you require further information on our privacy policy or access to your personal information please contact the Privacy Officer as above. The full privacy policy can be found at: <http://www.news.com.au/heraldsun/privacy>.