

Community Fundraising Guidelines



We appreciate your generosity and enthusiasm in organizing a fundraiser to benefit Variety's Kids. We also appreciate that your initiative will require your time, energy and personal resources. Please kindly to review our Fundraising Guidelines listed below.

- All events, activities and promotions must be aligned with Variety's Mission, Vision, Values and Privacy Policy.
- Permission must be given by Variety to use its name/logo for the purpose of your fundraiser or promotion. All promotional material must be approved prior to live distribution. A copy of our logo(s) will be provided via email upon acceptance of this form.
- Use of our logo on promotional materials does not imply that the fundraiser is sponsored or co-sponsored by Variety. Variety is involved only as a beneficiary.
- Variety will not incur any costs or financial liability associated with community events. The budget and its related expenses are the responsibility of the organizer.
- As per the Associated Fundraising Professionals Code of Ethics "taking commission, for any purpose, on funds raised as part of a community event is prohibited."
- Variety issues official income tax receipts in accordance with [the guidelines set by the Canada Revenue Agency](#). Tax receipts for donations under \$20 are only available upon request
 - Variety will not provide individual tax receipts for event-based fundraisers (E.g. dinners, golf tournaments, ticket sales, attendance fee, etc.) unless the ticket price is in excess of the value received by attending.
- Proceeds from the event can be submitted to Variety. Donations can be made by cash, online, cheque (payable to Variety, the Children's Charity) or by Visa, MasterCard by calling 204-982-1050.
- If you are coordinating a draw, raffle or other appeal that involves selling a ballot or item to the general public, gaming permits and/or licenses may apply. It is the responsibility of the event organizer to obtain the appropriate documentation and/or license to conduct his/her fundraising activity. By law, any gaming related activity requires a license.
 - If you are organizing a raffle, draw or lottery please visit the [Liquor, Gaming & Cannabis Authority of Manitoba \(LGCA\)](#) for more information.
- Variety, its offices, staff, and other affiliated entities are not responsible for providing any type of liability insurance for your event, including volunteer and venue insurance. We are also not liable for any injuries sustained by event volunteers or participants related to an event benefiting Variety. Event participants and organizers attending a fundraiser without the appropriate insurance are attending at their own discretion.

Contact Information

First Name _____ Last Name _____

Address _____

City _____ Province _____ P.C. _____

Email _____

Phone _____

- I have read, understand and agree to the Community Fundraising Guidelines provided by Variety, the Children's Charity of Manitoba.
- I understand that Variety will incur no legal or financial liability for this event.
- I understand that Variety reserves the right to refuse approval, endorsement and the use of its name and logo in any event that does not meet with its fundraising policies, charitable purpose and mission.

Signature: _____ Date: _____

*Thank you for your interest in organizing a community fundraiser to benefit Variety Manitoba.
We appreciate your support of Variety's kids.*

Please send your completed form to atavares@varietymanitoba.com.
Should you have any questions please contact us at 204-982-1050 or atavares@varietymanitoba.com.

