



## Event Agreement Form

### POLICIES AND GUIDELINES FOR INDEPENDENT FUNDRAISERS

\_\_\_\_\_, the **APPLICANT**, agrees to host a fundraiser on \_\_\_\_\_ to benefit KidSport™ Newfoundland and Labrador. The special event shall be referred to publicly as \_\_\_\_\_.

The **APPLICANT** agrees that, only upon approval by KidSport™, can they use the authorized name and logo of KidSport™ Newfoundland and Labrador in media and printed materials relating to the fundraiser.

The **APPLICANT** agrees to submit all copy for advertisements and other related promotional materials to KidSport™ Newfoundland and Labrador, and to obtain the charity's permission before production or use. The charity reserves the right to final approval on all KidSport™ Newfoundland and Labrador materials.

**NO COST OR LIABILITY** associated with the fundraiser shall be incurred by KidSport™ Newfoundland and Labrador. The applicant shall obtain all necessary licenses, permits, and insurance.

The **APPLICANT** agrees that recognition provided by KidSport™ Newfoundland and Labrador will be set forth in a Memorandum of Understanding.

The **APPLICANT** agrees to handle any monetary transactions and to present the proceeds to KidSport™ Newfoundland and Labrador in a timely manner after the fundraiser.

The **APPLICANT** agrees to follow KidSport™ tax receipting guidelines.

**TAX RECEIPTING POLICY:** Official tax receipts will only be issued in compliance with the *Income Tax Act* and Canada Revenue Agency guidelines. Official tax receipts for a "gift in kind" donation (a donation that involves a transfer of property other than cash) will only be considered upon request by the applicant. The final decision to issue official tax receipts rests with KidSport™.

The **APPLICANT** will provide staffing and volunteers to the fundraiser.

The **APPLICANT** agrees to use its own mailing list for the fundraiser.

The **APPLICANT** agrees to remain as an independent party or organization with no agency or employment relationship with KidSport™ Newfoundland and Labrador.

KidSport™ Newfoundland and Labrador reserves the right at any time to withdraw the use of its name and logo.

I have read the above policies and guidelines, and agree to conduct the fundraiser outlined in this application in accordance with the same:

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Applicant)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(KidSport™ Newfoundland and Labrador)

Thank you for helping us achieve our mission...SO ALL KIDS CAN PLAY!  
A representative from KidSport™ will respond to you shortly. For more information, please call 709-579-5977 or e-mail [kidsport@sportnl.ca](mailto:kidsport@sportnl.ca).