

FUNDRAISING TERMS & CONDITIONS



1. Fundraising for Kids Under Cover

1.1 Any individual/organisation (Fundraiser) seeking to organise or promote a fundraising event/activity (Event) for KUC must comply with these fundraising conditions.

1.2 Once the Application to Fundraise has been approved, KUC will send the Fundraiser an Authorisation to Fundraise (sanction) letter confirming KUC's knowledge and limited involvement in the Event.

1.3 The Event shall be conducted in the Fundraiser's name and will be the sole responsibility of the Fundraiser. KUC cannot take a coordination role in any of these activities. Where possible KUC will try and assist in soliciting prizes, organising publicity or providing goods or services to assist the Fundraiser in the running of the Event.

1.4 The Fundraiser must abide by all legislation and apply for any permits and authorities that may be required. Different states have their own legislative requirements, which should be checked beforehand by the Fundraiser. If raising monies from the general public, Fundraisers are required to wear an authorisation card. Authorisation cards must be requested from and supplied by KUC for use during the Event. After the Event, all authorisation cards with any monies raised must be returned directly to KUC.

1.5 KUC prohibits registered Fundraisers from collecting from the public through door-knocking or soliciting of donations in public places, such as shopping centres.

1.6 KUC generally prohibits Fundraisers from running raffles without explicit authorisation. Special permission may be granted for raffles – please contact Kerry at KUC on (03) 9429 7444 or at fundraise@kuc.org.au for further details.

2. Using the Kids Under Cover Name

2.1 If the Fundraiser wishes to refer to or promote Kids Under Cover, the organisation must be referred to as "Kids Under Cover".

Suggested wording when referring to the relationship between the

Event and KUC would be:

- "Proudly supporting Kids Under Cover"
- "Funds raised are used to support Kids Under Cover work to prevent youth homelessness and keep families together"
- "Funds raised are used to support Kids Under Cover work to prevent homelessness among young people by providing the foundations to strengthen their connection to family, community and education, and make a lasting difference in their lives"
- "All proceeds will go to Kids Under Cover"
- "This is a volunteer run event raising funds for Kids Under Cover"

3. Using the Kids Under Cover Logo

3.1 KUC's reputation and goodwill is extremely important and therefore the name and logo of KUC are protected and can only be used with the express written of KUC.

A KUC logo guideline is available by contacting fundraise@kuc.org.au

4. Celebrities, Patrons & Board Members

4.1 Due to the number of demands on Celebrities, Patron and Board Members to support KUC, any approach made to these public personalities should be discussed with KUC and approved prior to any contact being made.

4.2 KUC gives no guarantees that a Celebrity, Patron or Board Member be available for external fundraising Events.

4.3 If Celebrity, Patron or Board Member participation is arranged and then cancelled KUC cannot be held accountable.

5. Media and Public Relations

5.1 If you would like to request that a representative from KUC attend your Event, or play a part in the proceedings, please advise KUC to see if this is feasible.

5.2 KUC would be more than happy to discuss any ideas you may have for media materials or releases. Priorclearancemustbeobtainedfrom KUCbeforecontactingany media inrelationtoKUC.

5.3 All printed material using the KUC logo, including media releases must be pre-approved by KUC. Printed material with logo must be forwarded to KUC for approval prior to being printed or circulated.

6. Financial Aspects of Your Event

6.1 It is a requirement of the Charitable Fundraising Act that the Fundraiser maintains accurate records of income and expenditure and that monies received in the course of an Event or fundraising appeal must be paid promptly to Kids Under Cover.

6.2 The financial aspects, fundraising, raffles, record keeping and management of the fundraising activity/event are entirely the responsibility of the Fundraiser. The Fundraiser must comply with any obligations imposed on it by the Charitable Fundraising Act and/or regulations in the relevant state or territory.

For more information in your state or territory, please contact:

STATE	DEPARTMENT	PHONE	EMAIL or INTERNET SITE
NSW	Dept of Gaming & Racing Office of Charities	(02) 9995 0666	www.dgr.nsw.gov.au
VIC	Dept of Justice Consumer and Business Affairs	1300 558 181	www.consumer.vic.gov.au
WA	Dept of Fair Trading: Charitable Collections	(08) 9282 0901	charities@mft.wa.gov.au
TAS	Dept of Treasury and Finance: Tasmanian Gaming	(03) 6233 3468	gaming@tres.tas.gov.au
QLD	Dept of Treasury Office of Gaming and Racing	1800 064 848 or (07) 3872 0999	www.qogr.qld.gov.au
NT	Dept of Industries and Business	(08) 8924 4280	

ACT	Department of Urban Services City Operations Branch	(02) 62077139	www.act.gov.au
SA	Dept of Treasury & Finance Revenue Services	(08) 822 69599	www.pics.sa.gov.au

6.3 KUC is registered under the Charitable Fundraising Act. Individual receipts for tax deductions for attendees/supporters of the fundraising activity/event will only be issued by KUC if a donation of \$2.00 or more is made to KUC by that attendee/supporter.

6.4 The Fundraiser must keep a register of all attendees/supporters eligible for a tax-deductible receipt. KUC will issue individual receipts directly.

6.5 When an attendee/supporter has given money in return for goods or services, for example, an item purchased in an auction, a tax-deductible receipt cannot be issued.

7. Disclaimer

7.1 Fundraisers are NOT employees or agents of KUC, nor are they acting in any other representative capacity of KUC. Fundraisers undertake all fundraising activities on their own behalf and at their own risk. Responsibility for any insurance rests solely with the Fundraiser. KUC insurances do not cover activities that the Fundraiser undertakes. KUC will not be liable for any injury, damage or loss sustained as a result of any fundraising activities. Fundraisers should also note that they are not covered by KUC's public liability insurance.

7.2 KUC reserves the right to assess each submission to fundraise on its behalf and at times decline if necessary. It also reserves the right to withdraw its approval for the fundraising activity/event at any time if it appears that there is a likelihood of the Fundraiser failing to adhere to any of the above terms and conditions.