

## Ace & TJ's Grin Kids Fundraising Terms of Agreement

Under the 1991 charitable Fundraising Acts in each state, anyone wishing to raise money for charitable purposes must hold an authority to fundraise issued by the organization, Ace & TJ's Grin Kids.

Before you get started in your fundraising for Ace & TJ's Grin Kids, we will need to authorize your fundraising activity. All individuals, groups or organizations that wish to fundraise must register with us, whatever the size of the event or the donation (cash or kind). The fundraising guidelines are designed to assist you in planning your fundraising activities in support of Ace & TJ's Grin Kids. We need you to read the guidelines, then complete, sign and send back the "Agreement to Fundraise" to us. You can send the form via email or mail.

Lizz Mellott, Development of Philanthropic Giving [lizz@grinkids.org](mailto:lizz@grinkids.org)  
16630 Northcross Drive Suite 103 Huntersville, NC 28078

Thanks again for your support! We're sure that you'll enjoy fundraising for Ace & TJ's Grin Kids and helping grant memories of a lifetime for our Grin Kids and their families.

## BECOMING A ACE & TJ'S GRIN KIDS FUNDRAISER

- Any person, organization, group or other, fundraising in the name of Ace & TJ's Grin Kids needs to accept the following guidelines and register their fundraising activity with Ace & TJ's Grin Kids. Please contact us if you have any questions – we are here to help!
- Sign this document, the “Fundraising Terms of Agreement,” to accept Ace & TJ's Grin Kids fundraising conditions.
- Return the “Fundraising Terms of Agreement” to Ace & TJ's Grin Kids. If your event/activity is suitable, Ace & TJ's Grin Kids will send you an authorization email to fundraise on our behalf. The Fundraiser is not authorized to use Ace & TJ's Grin Kids as its beneficiary charity until it has received the authorization email.

## FUNDRAISING FOR ACE & TJ'S GRIN KIDS

- Due to limited resources, Ace & TJ's Grin Kids is not able to take a coordination role in your event, such as assistance with ticket sales, soliciting prizes or organizing celebrities. The event, including the financial aspects, fundraising, raffles, record keeping and management of the event shall be conducted in your (the Fundraiser's) name and is the sole responsibility of the Fundraiser
- The Fundraiser's arrangements for the Event must be planned with the approval of Ace & TJ's Grin Kids and Ace & TJ's Grin Kids expects a reasonable level of liaison and information about the Event.
- Any changes made from the original details provided on the “Ace & TJ's Grin Kids Giving Campaign Event Form” must be reported to Ace & TJ's Grin Kids and may result in a new sanction to be authorized. Ace & TJ's Grin Kids requires that there be no door-to-door appeals, street collections or telephone solicitation of funds to the public in connection with the Event.

## FINANCIAL ASPECTS OF THE EVENT

- The Fundraiser is responsible for all expenses associated with their event.
- Individual receipts for tax deductions for supporters of the event are available by request. Information needed is name, address, phone number, and donation amount.
- Any individual donor of \$250 or more must be reported to Ace & TJ's Grin Kids. Information needed is name, address, phone number, and donation amount.
- For donated goods and services Ace & TJ's Grin Kids requires correspondence from the company or individual stating the donated value of goods or services to the event. Information needed is name, address, phone number, and details regarding the goods or services donated.

### THE USE OF ACE & TJ'S GRIN KIDS NAME AND LOGO

- The Fundraiser has no right to the names "Ace & TJ's Grin Kids". Nor is the Fundraiser given the right to raise funds in those names. This means you cannot call your event an Ace & TJ's Grin Kids event i.e. Ace & TJ's Grin Kids Trivia Night, however you can call it an event supporting Ace & TJ's Grin Kids.
- Ace & TJ's Grin Kids can sanction the use of a line of copy stating the relationship between the Fundraiser and Ace & TJ's Grin Kids for all fundraiser promotional material. Recommended wording would be, 'This event proudly supports Ace & TJ's Grin Kids' or 'Funds raised will assist Ace & TJ's Grin Kids in granting memories of a lifetime by helping send chronically disabled and terminally ill children to Disney'
- Any printed materials or advertisements to be used by the Fundraiser in relation to the Event must be submitted to Ace & TJ's Grin Kids for approval and must also state how the proceeds from the event are to benefit Ace & TJ's Grin Kids. 'all proceeds from this event' or 'all proceeds from the auction'. Please allow 10 days for approval of your material.
- If the Fundraiser wishes to use the Ace & TJ's Grin Kids logo, photos, or taglines on any materials, products, or websites (this includes social media) the Fundraiser must obtain prior permission Ace & TJ's Grin Kids. All logos, photos, and taglines are copyrighted and property of Ace & TJ's Grin Kids.

### MEDIA AND PUBLIC RELATIONS

- All media materials and press releases must be approved by Ace & TJ's Grin Kids prior to circulation. Please allow 10 days for approval. We are happy to discuss any ideas you may have and provide an example press release.

### ON-AIR PROMOTION OF YOUR EVENT

- On-air promotion of your event is not included under the terms of this agreement.
- The Fundraiser and any attendees of the Event gives Ace & TJ's Grin Kids, its subsidiaries, affiliates and/or agents, permission to use my voice, name and/or likeness in the form of video and/or photographs, alone or in a group, for the purposes of programming, advertising and promotion related to Ace & TJ's Grin Kids, without compensation. Fundraiser waives any right to inspect or approve any such photographs or the context of any such programming, advertising, and/or promotion.

### PERMIT

- Some activities require permits. Please contact your secretary of state's website for gaming and racing laws, as well as permit requirements in your state.

## LIABILITY

- All aspects of financial and public liability and public safety are the responsibility of the event organizer. As Ace & TJ's Grin Kids is not the event organizer, we are unable to cover any liability on your behalf.
- The Fundraiser agrees to release Ace & TJ's Grin Kids to the fullest extent permissible under law for all claims, except where such liability arises because of the negligence of Ace & TJ's Grin Kids or its agents. Therefore, please ensure that any space or venue used for your fundraising activities has the public liability insurance that is required by your state.

## Ace & TJ's Grin Kids Fundraising Terms of Agreement

### Contact Information

Full Name:

Company/Organization Name:

Address:

City, State, Zip Code:

Phone:

Email:

### Fundraising Information

Please describe your proposed fundraising activities/events, including date, venue, and venue address:

How will the funds be raised?

### Terms & Conditions

By submitting this agreement, I affirm that the facts set forth in it are true and complete. I understand the terms and conditions under which any fundraising activities benefitting Ace & TJ's Grin Kids need to operate. I will endeavor to ensure that Ace & TJ's Grin Kids' representatives are informed of the development of any fundraising concepts and approve any promotional materials or media releases citing Ace & TJ's Grin Kids as the beneficiary. I have read and agree to the terms of agreement and offer to hold my fundraising event/activity in accordance with the Ace & TJ's Grin Kids guidelines. I understand my obligations with regards to sending the proceeds to Ace & TJ's Grin Kids within 30 days.

I, \_\_\_\_\_, agree to conduct my event in a manner that upholds Ace & TJ's Grin Kids integrity, professionalism and values. I agree to inform Ace & TJ's Grin Kids if the details of my event deviate from those stated on this form.

\_\_\_\_\_  
\_\_\_\_\_

Signed Date

Please return this form to Lizz Mellott via email [lizz@grinkids.org](mailto:lizz@grinkids.org).