

FUNDRAISING AND SPONSORSHIP



PURPOSE

The purpose of this policy is to outline the process used by Carstairs Minor Hockey Association for fundraising and sponsorship

FUNDRAISING

1. All team fundraising events must be approved by the board of Carstairs Minor Hockey (CMHA)
2. Approval of fundraising events will be subject, but not restricted to the following:
 - a. The number of events for same time period
 - b. The number of teams involved in event
 - c. The type of event planned
 - d. The consideration of all CMHA policies and procedures
3. Under no circumstances will a fundraising event be approved if it conflicts with CMHA run events. CMHA carries out many fundraising events and teams are cautioned not to make commitments until their event has been approved by the board
4. All permits must be filled out, approved and filed with the CMHA prior to the event taking place
5. All fundraising events approved by the board will require a coordinator. The coordinator will be responsible for the administration and financial reporting of the event
6. Team funds will consist of fundraising proceeds, parent assessments or contributions and donations. Any money received into or extended out of team funds must be an approved budget item
7. Funds raised by teams shall be used to offset the expenses of running the team. All team funds remaining at the end of the season shall be paid back to the parents with a year-end closing budget accompanying and a \$50 carry over for next year's team

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SPONSORSHIP

8. Written approval is required from the CMHA for all branded merchandise. Apparel that makes use of the CMHA logo must be in accordance with CMHA policy and should benefit the entire association
9. The supplying of equipment and jerseys (whenever possible) shall be funded by donors. Any equipment that is the property of CMHA cannot be altered without the approval of the CMHA equipment manager
10. Apparel that is purchased locally will be given preference over apparel which is not, based on pricing and availability.