

Action Coalition on Human Trafficking Alberta Association

**Community Fundraising Agreement**

\_\_\_\_\_ (“the Organization”) agrees to hold a third party fundraising event (“Event”) to benefit the Action Coalition on Human Trafficking Alberta Association (“The Society”), as outlined below:

WHEREAS the Organization is desirous to organize and implement a third party fund raiser for The Society; and

WHEREAS The Society is desirous of securing the benefits resulting from a third party fund raiser;

NOW THEREFORE this contract witnesseth that in consideration of the covenants and agreements contained, the parties hereto agree as follows:

1. The Organization will make absolutely clear to the general public that:
  - a) the Event has been initiated by the Organization with the support of other concerned citizens in support of the work of the Action Coalition on Human Trafficking Alberta Association;
  - b) the Organization is raising funds to be donated to The Society.
2. The Organization will carry out the Event in a manner that respects and adheres to the Fundamental Principles of the Action Coalition on Human Trafficking Alberta Association, namely Inclusivity, Respect and Confidentiality.
3. The Organization will comply with the financial terms set out in Schedule A.
4. The Organization understands that the funds raised will be spent at the discretion of The Society in support of the work of the Society. The Organization cannot dictate types of specific assistance which may or may not be provided.
5. The following communication guidelines shall be in effect:
  - a) The Organization will respect the Society’s name and logo and obtain Society approval on their use in the Organization’s brochures, advertisements, and any other publicity and/or media communications.
  - b) the Organization will inform the public that contributions may be sent by the public either to the Organization or to the Society, and that cheques or money orders from the general public should be clearly marked to Action Coalition on Human Trafficking Alberta Association or ACT Alberta

- c) The Organization will refer all media inquiries concerning the Event to the designated liaison officer for The Society, namely Andrea Burkhart.
- d) All communications to the public by the Organization about the Event will be first discussed with and approved by The Society's designated liaison officer.
- 6. The Event will take place on \_\_\_\_\_ . The following Event management guidelines shall be in effect:
  - a) should the Organization wish to extend its Event to its affiliated groups in other areas, it must inform The Society prior to the extension, and obtain approval from The Society.
  - b) the Organization must provide The Society with a list of the names, addresses, and postal codes of the Event participants, following the completion of the Event.
- 8. The Organization and The Society acknowledge and agree that any personal information that is provided for the purpose of tax receipting or otherwise is given to the Organization in confidence and is protected by applicable privacy legislation, with which the Organization agrees to comply.
- 9. The Organization is responsible for obtaining any licenses, approvals or permits required to operate the Event.
- 10. Any Event planned by the Organization that involves gaming must conform to regulations of the governing body for gaming in the province where the Event is to take place. It is the Organization's responsibility to ensure that it is in compliance. The Organization is also responsible for ensuring compliance with its province's liquor regulations.
- 11. Nothing in this Agreement gives rise to a partnership or joint venture between the Organization and The Society.

AGREED BY: \_\_\_\_\_  
Name of Organization

PER: \_\_\_\_\_  
Officer or Representative (Print)                      Signature

\_\_\_\_\_  
Date

**REQUIRED CONTACT INFORMATION:**

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_

E-mail: \_\_\_\_\_

Short Description of Event:  
\_\_\_\_\_  
\_\_\_\_\_

Action Coalition on Human Trafficking Alberta Association

PER: \_\_\_\_\_  
Signing Officer

\_\_\_\_\_  
Date

**SCHEDULE A – FINANCIAL TERMS**

\_\_\_\_\_ % of net proceeds generated by the Event must be given to the Action Coalition on Human Trafficking Alberta Association. The Organization shall keep an accurate record of all money raised for The Society at the Event, along with all expenses, the categories of which must be approved in advance by the Society, and unless otherwise agreed shall provide the record to The Society within 5 business days of the Event's termination, along with contact information of all donors. The Society may audit the accounts of the Organization with respect to the Event, and the Organization shall provide access to records and its full cooperation with the auditor.