



Email: admin@ausee.org
Web: www.ausee.org

a charity dedicated to improving lives affected by eosinophilic disorders

ABN: 30 563 569 016

Under the Collections for Charitable Purposes Act (1939), anyone wishing to raise money for charitable purposes must hold an authority to fundraise issued by ausEE. So, before you get started in your fundraising for us, we will need to authorise your fundraising activity. All individuals, groups or organisations who wish to fundraise for ausEE Inc. should register with us, whatever the size of the event. The Fundraising Guidelines are designed to assist you in planning your fundraising in support of ausEE. Please read the guidelines, then complete, sign and return the 'Agreement to Fundraise' by email: admin@ausee.org.

ausEE Inc. Fundraising Guidelines

Thank you for helping ausEE Inc. to raise vital funds needed to raise awareness, support those living with, and help research into Eosinophilic Gastrointestinal Disorders.

ausEE Inc. is a registered Charity with the Australian Charities and Not-for-profits Commission (ACNC) and is endorsed as a Deductible Gift Recipient (DGR). ausEE Inc. is a Registered Charity in Queensland (CH1899), New South Wales (CFN/21530), ACT (L 19000791), Tasmania (C/31), South Australia (CCP2998), Victoria (Charity No. 59406) (Fundraiser No. 13063) and Western Australia (CC21779). A licence is not required for the Northern Territory unless raffle tickets are being sold.

All fundraising activity must be endorsed by ausEE Inc. Once we have received your signed 'Agreement to Fundraise' and we are satisfied that the fundraising activity fits with the philosophy and policies of ausEE Inc., we will endorse your fundraising activity and forward you a **Letter of Authority**.

1. The Fundraisers take responsibility for all organisational aspects of the fundraising activity/event. This may include soliciting prizes, major ticket sales, sourcing auction items, organising publicity, and providing goods or services.
2. ausEE Inc. requires that there are no door-to-door appeals, street collections, direct mail or general public telephone solicitation in connection with the event or activity. ausEE Inc. does not employ commercial fundraisers.
3. If the fundraising activity involves the holding of a raffle then the Fundraisers must determine if they are required to obtain a permit from the relevant state's Office of the Liquor and Gambling Commissioner, Lottery Licensing Department or equivalent. It is the Fundraisers' responsibility to submit an application with this Department and organise the printing of the raffle tickets. Useful information can be found here <http://www.fundingcentre.com.au/help/fundraising-legislation>
4. A receipt will be issued once the funds raised have been deposited to ausEE Inc.
Account Name: AUSEE INC. BSB: 484-799 (Suncorp) Account Number: 086218970 Reference: Your name
5. DGR Receipts for tax purposes can only be issued to people giving donations of money over \$2.
6. Raffle ticket purchases, purchases of goods (e.g. chocolates, other food sales, merchandise, auction items) and services are not tax deductible.
7. The Fundraiser is responsible for obtaining any permits, insurances or licenses that may be required.
8. Local government permission may be required for the sale of food. Generally, people who are preparing food to be sold to raise money for charitable purposes do not require formal cooking or food handling skills, provided the food does not pose a possible health risk or is eaten immediately after thorough cooking.
9. Local government permission is required for any activities undertaken in a public park.
10. Permission is required by shopping centre management for events or activities held within a shopping centre.



11. The Fundraiser releases ausEE Inc. from any and all loss, damage and liability arising from the event or the use of the name "ausEE" or our logo.
12. The Fundraisers indemnify ausEE Inc. and will continue to indemnify ausEE Inc. from and against any and all claims, demands, debt, expenses, costs (including legal costs and expenses), losses or damages, whether direct or indirect, consequential or not, which ausEE suffers or incurs as a result of, or arising out of, the event or activity or the use by the Fundraisers of the name "ausEE" or our logo.
13. The Fundraisers are solely responsible for the conduct of the fundraising event or activity including complying with any and all applicable laws governing the conduct of the event or activity.
14. The Fundraisers must not bind or purport to bind ausEE or incur any obligations of any nature in ausEE name. The Fundraisers are not authorised to represent ausEE in any way other than in accordance with the Letter of Authority.

AGREEMENT TO FUNDRAISE

If you would like to conduct a Fundraising Event to benefit ausEE, please complete and return to: admin@ausee.org

Name of Event Coordinator: _____

Name of Community/Company/Group (if applicable): _____

Mailing Address: _____

Contact Phone: _____ Email: _____

Other people involved: _____

Name of Fundraising Event: _____

Date and Time of Fundraising Event: _____

Venue Address: _____

Details of the Event/How will funds be raised? (e.g. all proceeds of raffle, auction items, ticket sales, sausage sizzle)

I have read and accept the Fundraising Guidelines and I agree to conduct my Event in accordance with those terms and conditions and in a manner, that upholds the integrity of ausEE Inc.

Name _____

Signature _____ Date _____

We thank you for your support!

