



Peer-Led
Community Support
for
Pregnancy, Infant &
Child Loss

Accepted Procedure Fundraising Guidelines

So you would like to host a fundraiser! Great! If you are stuck for ideas, be sure to check out our Fundraiser Fun. There are loads of fun ways you can help raise money for Gardens of Grace. It doesn't matter what you choose to do to help support families working their way through grief, we just ask that you keep to a few simple guidelines.

1. Please let Gardens of Grace know about the fundraising event or effort you are planning. We can help with any questions you may have, and to get the word spread as much as we are able.
2. Contact Gardens of Grace before approaching public figures or a national company. This ensures that we can coordinate and record who has been approached by whom.
3. Do not use any illegal manner to fundraise.
4. Supply Gardens of Grace with all names and contact details of those who will be raising money on behalf of the group.
5. As the independent fundraiser, it is your full responsibility and liability for the secure safekeeping for all funds raised or donations received on behalf of Gardens of Grace.
6. It is important to keep proper records of all monies collected or outgoing expenses related to the fundraising activity you are hosting.
7. If you are under 18, please have a parent or guardian submit authorization to show that they are aware and permit the fundraising activity you would like to support Gardens of Grace.
8. Please ensure that any cheques or money orders are made payable to "Gardens of Grace Fund" and include your name and activity in the "memo" section. Contact a representative of Gardens of Grace to make deposit arrangements as soon after your event as possible. **Please make sure you notify us prior to any payment being made.**



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9. Undertaking a fundraising event gives automatic agreement to pay all proceeds of any event to Gardens of Grace no later than six weeks following the date of your event, nor deduct any costs unless agreed to in writing with Gardens of Grace. Please notify us if you are unable to meet this timeframe.
10. If you receive Gardens of Grace branded material, please return any unused items.
11. Photographs and stories of your events will help promote both Gardens of Grace, and the advocacy and support work we strive to provide. If you have photos and stories to share, you may email them to **gardensofgrace2017@gmail.com** so we may use them to promote our, and your work. Any photos taken during a fundraiser by volunteers for Gardens of Grace may be used to publicize our advocacy and support work.
12. It is your responsibility to obtain any required approvals, consents, licenses or permits prior to your planned event. If you have any questions regarding legalities, contact Gardens of Grace so we can be sure you are operating within the law.
13. Please provide Gardens of Grace with a copy of any contracts required before they are signed.