

GAHA TEAM FUNDRAISING POLICY

Any GAHA Rampart team or any portion thereof who wishes to engage in a fundraising effort shall comply with the following rules.

Definition: A fundraiser is any event where a team or portion of a team attempts to raise money for purpose.

Teams wishing to conduct a fundraiser must request approval of the GAHA Board of Directors for said purpose, in the following manner:

1. State purpose – why is the fundraiser being conducted.
2. State when and where it will be held
3. State how much money is being sought.
4. Teams must identify fundraiser in public as a team effort (not – we're raising money for GAHA).

Acceptable purposes would be to raise money for tournaments, travel expenses (including lodging), purchase of pucks and equipment, to purchase extra ice time, etc.

Raising money for any non-hockey related activities or for the purchase of alcoholic beverages is not permitted.

After completion of an approved fundraiser, the team must complete the attached report on the fundraiser's success. All monies (after stated expenses) generated as a result of the fundraiser, should be turned in to the Treasurer with the Team Fundraiser Report. The Treasurer will, upon request, write the check for the designated purpose and give it to the manager of the team. Please allow at least 1 week to receive check.

If, at any time, you are requesting to use the tax-exempt number, then give all necessary paperwork, including the mailing address, to the Treasurer and they will mail the check directly. Tax-exempt numbers will not be given out.

No separate accounts are to be established for fundraisers.

These policies are for the protection of our tax exempt status along with the safety and protection of the monies each team has raised.



GAHA Team Fundraiser Report

Date: _____

Team: _____

Submitted by: _____

Brief description of fundraiser: _____

Purpose of event: _____

Total amount of money collected: \$ _____

Total expenses incurred for fundraiser (attach all receipts): \$ _____

Amount expended for stated purpose: \$ _____

Balance remaining (if any): \$ _____

Request for use of fundraiser residual (complete this section if team has a use for the remaining balance):

(signature)