



# CLUB FUNDRAISING POLICY

## MARION FOOTBALL CLUB

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### 1. POLICY

All fundraising activity for the Marion Football Club that involves club members and/or the wider community must be approved by the Marion Football Club Exec committee prior to the activity taking place. A separate policy statement has been prepared covering fundraising by individual teams within the club.

### 2. GUIDELINES FOR CLUB FUNDRAISING

1. The activity must be for the purpose of raising funds for team support and/or the club.
2. Any fundraising activity that targets the wider club membership or community may require a % back to the club or any monies raised over and above an agreed target amount will go to the club.
3. All monies raised must be provided to the club treasurer to be deposited into the Marion Football Club account with agreed upon monies transferred to team contact when required.
4. Any use of the club's logo/name must be approved in advance.
5. Issues of liability must also be considered (e.g. Bunnings BBQ) especially where sign off is required by a representative of the club as only nominated club officials can sign off agreements/order on behalf of the club
6. Fundraising options must not conflict with club sponsorships or fundraising activities. No direct solicitation for team specific sponsorships is to be used for fundraising.
7. Can the fundraising activity be extended/offered to other teams to maximise the impact?
8. Fundraising activities cannot be conducted at club events/activities/games etc without prior club approval. Please also note that merchandise sales are not an approved fundraising activity. All merchandise sales are done by the Club exclusively.
9. If supplier invoices or personal reimbursements need to be paid (in relation to the spending funds raised for the club's specific purpose), email the tax invoices or detailed receipts to the treasurer for payment [treasurer.marionfc@outlook.com](mailto:treasurer.marionfc@outlook.com). Credit card receipts alone will not be accepted.
10. To gain approval. Submit an outline of your fundraising activity and send to Club Secretary [marionfc.secretary@outlook.com](mailto:marionfc.secretary@outlook.com). The Exec committee will review each application and the outcome of the review will be communicated to the team contact within 3 working days of the meeting being held and will also be submitted to the Marion Football Club committee.



### 3. GUIDELINES FOR INDIVIDUAL TEAM FUNDRAISING

1. The activity must be for the purpose of raising funds for the team.
2. The activity must only include players/members associated with the team (e.g. Men's, Women's or Juniors) and must not engage club members outside of the team or the general public.
3. All monies collected must be recorded and available for review upon request from the Exec committee.
4. All funds raised must be used for the purpose for which they were raised within the season they were raised. No funds are to be rolled over to the following season.
5. Any disputes regarding individual team fundraising are to be discussed with the teams leadership group in the first instance or forwarded to the committee.

### 3. POLICY REVIEW

This policy will be reviewed annually to ensure it remains relevant to club operations and reflects both community expectations and legal requirements.

Next policy review date is **December 2022**.

#### ENQUIRIES REGARDING OUR POLICY:

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