

Fundraising with Us



Terms and Conditions

The terms and conditions listed below are the basis for undertaking fundraising activities on behalf of Carrie's Place. Acknowledgment of acceptance of these conditions is given when you tick the box in the digital form. Once this form has been received and approval has been granted, fundraising activity on behalf of Carrie's Place is approved to proceed.

Please read the conditions carefully. If you have any questions regarding their content, please call 02 4934 2585 or email engagement@carriesplace.org.au.

Collecting donations

All persons must have an 'Authority to Fundraise' approval from the Carrie's Place before donations can be received, with the exception of peer-to-peer fundraising, where the funds are automatically deposited into the Carrie's Place bank account nominated by us in writing. All money raised outside of this platform must be returned to Carrie's Place within 14 days of completion and, once the authorised fundraising appeal is complete, all fundraising must cease immediately.

All fundraising monies must be sent to Carrie's Place by way of electronic funds transfer to the bank account nominated in writing by us and will be receipted after the end of that month and confirmation emailed to the organiser. If a different arrangement is required, please put your request in writing to engagement@carriesplace.org.au.

Legal aspects of fundraising

You must hold a Fundraising License issued by a State or Territory Governing Body to fundraise for any charity within Australia. By registering your fundraising with Carrie's Place, you become legally authorised to fundraise under our license and a Letter of Authority will be issued.

Your fundraising activities must meet the requirements of relevant laws and regulations and for more information go to: <https://www.nsw.gov.au/money-and-taxes/charitable-fundraising/key-responsibilities-for-fundraisers>

Fundraisers must make it clear in all their dealings with the public, sponsors and supporters that they do not represent Carrie's Place but are raising funds that will support Carrie's Place.

Fundraisers are not employees or agents of Carrie's Place, nor are they acting in any other representative capacity. Fundraisers undertake all fundraising activities on their own behalf and at their own risk and Carrie's Place will not be liable for any injury, damage or loss sustained because of any fundraising activities. Fundraisers should note that they are not covered by Carrie's Place Public Liability insurance. Any liability insurance required for fundraising events needs to be provided by the fundraisers or venues hired for fundraising activities.

Financial aspects of fundraising

It is a requirement of the Charitable Fundraising Act 1991 that you keep records of income and expenditure for your activity. Please ensure you meet these financial obligations.

All expenses associated with fundraising activities are the responsibility of the fundraiser. However, expenses necessary to conduct the fundraising activity can be deducted from the proceeds, provided they are properly documented and, in the case of the provision of goods and services, expenses do not exceed 40% of the total fundraising proceeds.

Aligning behaviours and values for fundraising

Carrie's Place respects and upholds the human rights of all those we have dealings with, especially adults, children and young people, First Nations peoples, people with a disability, gender diverse people, and those from culturally and linguistically diverse backgrounds.

Fundraisers are expected to ensure all fundraising activity is in line with Carrie's Place vision, purpose and values – go to carriesplace.org.au/about/

Carrie's Place reserves the right to cancel any fundraiser that contravenes these expectations, with special regards to safety, discrimination, sexism, racism, all forms of actual or suspected violence or abuse, misrepresentation or exploitation.

Privacy statement

Carrie's Place is committed to protecting and upholding the rights of privacy in the collection, use and storage of personal information. Carrie's Place will follow the compliance requirements of the ACNC and the guidelines of the Australian Privacy Principles in its information management practices.

Carrie's Place will take reasonable steps to protect all personal information from misuse and loss, and from unauthorised access, modification or disclosure. Individuals and the relevant authorities will be notified in the event of a data breach (or suspected breach) of personal information.

Fundraisers and donor information will be stored in Carrie's Place information and technology platforms including a CRM database that has secure cloud architecture, virtual private networks, fully integrated payment gateway and Fraud Protection built into the platform.

The CRM platform does not store credit card information and utilises a direct integration with secure preferred banking partners. These partners leverage the latest tokenisation technologies to ensure data is always safe for programs such as Regular Giving.

Receipts

Carrie's Place will electronically issue receipts to donors after receiving information of their donations. Donations over \$2 are tax deductible.

You can claim a tax deduction if you have made a gift and not a contribution. When you make a gift, you do not receive a material benefit in return for your payment. When you make a contribution (for example, purchasing a ticket to attend a fundraising dinner or purchasing a raffle ticket) you do receive a benefit in return and no tax deduction is available.

Carrie's Place logo and name

Any materials or products that require the Carrie's Place logo must be submitted to us for approval well in advance of the date for commencement of any fundraising activity. Permission for logo use will include conditions for use.

Communication and engagement requests

Any media material or press releases must be approved by Carrie's Place prior to circulation. All publicity material should clearly state where money raised will go e.g.: 'All proceeds will go to Carrie's Place or 'X percentage of proceeds will go to Carrie's Place.'

Promotion of the event is the organiser's responsibility.

Carrie's Place staff are, at times, available to attend certain fundraising events. Unfortunately, due to time constraints, we are not always able to provide a representative. Attendance at fundraising activities will be assessed on a case-by-case basis.

Please send us details and photographs of your fundraising event, so we can keep a record of your activity and include acknowledgement in our marketing materials.

Disclaimer

Carrie's Place reserves the right to withdraw approval to fundraise should it be necessary to protect its reputation.

If the Fundraiser needs to suspend or cancel an activity or event for unforeseen reasons, all Carrie's Place property and fundraising proceeds need to be forwarded to the Engagement and Communications Team within two weeks of notification of cancellation.

Payment Details

Donations to Carrie's Place can be made either via cheque or direct deposit. Please reference your direct deposit with the name provided for the Authority to Fundraise and make it to our nominated account below:

| | |
|---------------|--|
| Account Name: | Carrie's Place Domestic Violence and Homelessness Services Incorporated Donations and Fundraising Account |
| BSB: | 062-815 |
| Account: | 1060 8327 |

References

[Charity fundraising and the public | ACNC](#)
[FIA Code - Fundraising Institute Australia](#)