



Daisy's Eye Cancer Fund

A Global Response To Childhood Retinoblastoma

The Manna House 73 Boundary Brook Road Iffley Oxford OX4 4AL UK
Telephone: +44 (0)1865 243654 Email: info@daisyseyecancerfund.org
Website: www.daisyseyecancerfund.org

FUNDRAISING AGREEMENT

Dear Supporter,

We are delighted that you wish to raise funds on behalf of Daisy's Eye Cancer Fund (DECF), which is a registered charity in England and a special Fund within the charitable Foundation of SickKids Hospital, Toronto, Canada.

While we deeply value all fund raising efforts, to ensure that the goals and standards of the Fund are maintained, we have established certain guidelines and rules which you must follow during your fund raising efforts. Please carefully read the guidelines set out in this Fundraising Agreement to make sure that there is no confusion regarding your proposed event.

1. All fundraising events and promotional materials relating to your fund raising event (including media releases, posters, tickets, emails and internet websites) must be approved by Daisy's Eye Cancer Fund (DECF).
 - a. Before commencing any activities or advertising related to your proposed fundraising event, you must submit to the Fund a summary of your proposed event and any proofs for advertising of that event.
 - b. Your summary must be included with this signed Agreement, either on the space provided below or on an attached page.
 - c. We may approve your proposal, reject your proposal, or request additional information.
 - d. You must not begin any activity related to your event until after you receive written approval from us. Once you have received such approval, you may proceed with the promotion and staging of your event.
2. Each fund raising event proposed by you or your group requires a separate Fundraising Agreement and summary.
 - a. This Agreement and any approval by the Fund relate only to the fundraising event described in the summary submitted with this Agreement.
 - b. If you wish to organise additional fund raising events in the future, even if they are the same type of event, you will need to obtain and sign a new Agreement and submit a new proposal.
3. Daisy's Eye Cancer Fund does not offer official endorsement of you or your fundraising efforts and assumes no liability. Nor do we offer compensation for your efforts or reimbursement for any expenses.



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- a. By signing this Agreement, you indicate your acceptance of responsibility for your fundraising activities and events, including all costs, expenses and liabilities incurred by you in the course of your fundraising activities.
 - b. You also agree to indemnify, defend and hold harmless the Fund, its Trustees, Officers, staff and successors from and against any and all claims, actions, losses, damages, liabilities, costs and expenses, including costs of settlements and reasonable legal fees, incurred by or declared against the Fund arising from or related to the fundraising event which is the subject of this Agreement.
4. In accordance with our Ethical Fundraising Policy, you must not approach for financial, in kind or advertising support any company or organisation which relates primarily to alcohol, tobacco, firearms, illegal drug use or pornography. You must also not place any materials promoting your fundraising event in any publication or other medium relating to the above.
5. The name "Daisy's Eye Cancer Fund", along with the logo and other promotional materials related to the Fund, including any materials or photographs which appear on our website, are copyrighted materials.
- a. These materials may not be copied, reprinted, placed on a website or used in any other manner without express written permission from the Fund.
 - b. This Agreement does not constitute permission to use such materials, except that you may use the name "Daisy's Eye Cancer Fund" to identify for whom you are raising money when you promote your fundraising event.
 - c. In addition, you must not adopt or use any word or mark which is likely to be similar to or confusing with our copyrighted materials
6. This Agreement does not allow you to design or develop any fundraising program on the Internet or to sell any merchandise bearing the "Daisy's Eye Cancer Fund" name or logo.
- a. The Fund reserves the exclusive right to design and develop fundraising or health care programs to be used on the Internet or on a national or international basis.
 - b. The Fund also reserves the exclusive right to create, produce, or sell merchandise bearing the name and/or logo of Daisy's Eye Cancer Fund.
7. You must keep accurate financial records of all contributions received and expenses incurred for your fundraising event.
- a. All funds raised at your event, minus necessary costs and expenses, must be contributed to the Fund.



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- b. Necessary costs and expenses include such expenses as are directly related to the fundraising event, such as postage and printing costs, venue hire, speaker's expenses, catering etc.
 - c. Necessary costs and expenses must not include payment for personal services rendered, unless you have received prior written approval to pay such expenses from the Fund.
 - d. In addition, you must not use fundraisers paid on a percentage basis to promote your fundraising event, without prior written approval and agreement of the Fund.
 - e. All proceeds from your event must be forwarded to the Fund within fourteen (14) working days of completion of the fundraising event.
 - f. Cheques drawn on US\$ or Canadian \$ funds should be made out to Daisy's Eye Cancer Fund and sent to Daisy's Eye Cancer Fund, Department of Ophthalmology, 8th Floor, Hospital for Sick Children, 525 University Avenue, Toronto ON M5G 2M9, CANADA.
 - g. Cheques drawn on UK£ funds should be made out to the International Daisy Fund and sent to Daisy's Eye Cancer Fund, 73 Boundary Brook Road Iffley Oxford OX4 4AL, UK.
 - h. Payments to both the Canadian and UK Fund may also be made online at www.daisyseyecancerfund.org
8. Recognition of contributors is an important part of fundraising accountability and courtesy.
- a. Our governing documents and Ethical Fundraising Policy require us to acknowledge certain contributions which you receive. You must therefore provide the Fund with complete names and addresses of the following contributors within fourteen (14) working days of the completion of the fund raising event:
 - i. All contributors who contribute an amount in excess £100.00; and
 - ii. All contributors who donate in excess of £30.00 and receive goods or services in exchange (i.e. dinner, etc.).
 - b. Should you desire, you may also send letters of appreciation on behalf of the Fund.
9. You must not discriminate against any person on the basis of race, colour, creed, age, sex, national origin, religion, or disability in connection with your fund raising event.
- a. It is essential to the core values of the Fund that all people and entities associating with the Fund at all times conduct themselves with the highest standards of integrity, and business ethics, and applicable legal requirements.
 - b. By signing this Agreement, you agree that so long as it remains in effect, you will act in a manner consistent with the highest standards of ethical and legal conduct.



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10. If the Fund determines in good faith that you have breached your obligations set out in this Agreement, the Fund may, upon notice to you, immediately and without penalty, terminate this Agreement.
 - a. If any provision of this Agreement is held invalid for any reason, the other provisions of this Agreement will remain in full force and effect.
 - b. If you breach the terms of this Agreement, failure of the Fund to exercise its rights or demand prompt performance of any obligation from you will not be deemed a waiver of such right, the requirement of punctual performance, or any subsequent breach or default on your part.

11. This Agreement is binding upon signing and will remain solely for the benefit of each signing party.
 - a. This Agreement constitutes the entire agreement between you and Daisy's Eye Cancer Fund, and relates solely to the proposed event below. It supersedes all prior agreements, understandings, and arrangements, oral or written, between both parties.

These guidelines are essential in preserving the integrity of Daisy's Eye Cancer Fund and its fundraising efforts.

If you agree to abide by these guidelines, please indicate by signing below. Upon receipt of this signed agreement, the summary description of your event, and any proposed promotional materials, we will review your request and advise you whether it has been approved or not. Please do not begin any activities associated with your event until after you have received final approval from us.

Thank you again very much for your efforts to help Daisy's Eye Cancer Fund.



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Agreed:

Your Name: _____

Date of Birth: _____
DDMMYY

Organization: _____

Event Organiser: _____
(if different)

Date of Birth: _____
(organiser) DDMMYY

Address: _____

City: _____

County/Province/State: _____

Post/zip Code: _____ Country: _____

Telephone # (inc. codes): _____

Email address: _____

Signature: _____ Date: _____
DDMMYY

Please do not write below this line.

Date Received: _____ Date Approved: _____

Approved By: _____

Signature: _____

