



Kemptville District Soccer Club

Policy #1-2009

Amendment: July, 2014

Team Sponsorship and Fundraising Policy

The Sponsorship section of this policy only applies to Kemptville District Soccer Club (KDSC) Youth Competitive teams (U13 and up) and Adult teams (House League and OCSL). No other team or age group can seek individual team sponsors, although fundraising is permitted.

It is up to each team to designate someone to facilitate team fundraising and sponsorships in accordance with this Policy.

Sponsorship

Youth Competitive and Adult teams (both House League and OCSL) have the right to retain individual team sponsorship to help offset team costs, provided the sponsorship does not conflict with existing Club sponsors.

Teams may not approach existing club sponsors for team sponsorship unless they have expressed written consent from the Club. Club sponsors can be found on the [KDSC website](#).

Teams looking to secure sponsorship shall provide a sponsor list, including the sponsor's primary business or function, to the Board of Directors for review and approval prior to entering into any agreements with the sponsor.

Sponsorship is not a donation. Sponsorship is an expense incurred by a company to promote its business. Sponsors receive benefit by having their brand recognized by a team.

That being said, if a sponsor would like a Club-identified receipt, then the sponsor must provide a cheque to the Club, payable to the KDSC. Any sponsor contributions sent to the Club designated for a specific team will be forwarded to that team's Team Manager, in full, by the Club. Teams having a sponsor are entitled to the entire sponsorship amount.

No request to display sponsors on game day shirts, shorts and socks will be approved for Youth teams.

Sponsor approved advertisement on Club gear will be restricted to company identification (company logos or names).

Adult Team Sponsorship

For Adult Teams, team sponsors may be applied to game day shirts, shorts and socks with express written consent by the Club. When requesting approval, both the sponsor and the logo must be submitted to the Board of Directors. Approval will not be granted without both. Sponsor logos and/or names must be applied by a Club approved embroiderer at the cost of the team.

Fundraising

KDSC does not hold the distinction of being a charity with Revenue Canada, and, therefore, cannot issue charitable tax receipts for monies received by individuals or businesses. For that reason, teams should refrain from using the word “donate” when fundraising. If a team is selling something, it should use the term “fundraising,” and ask people to “support” or “help” the team.

All fundraising plans must be submitted to the Board of Directors for approval using the Team Fundraising Proposal Form. Only after Board of Director approval may the event be secured and/or take place. If a fundraising event is secured prior to Board of Director approval, the request is subsequently rejected, then any costs incurred by the team will be the responsibility of the team.

Regardless of who on the team is facilitating fundraising, the person identified in the Team Fundraising Form is responsible for submitting any and all documentation, related to the event, as required by KDSC.

All fundraising event net proceeds will go directly to the team. All expenses and proceeds should be supported by receipts, which the Board of Directors has the right to review.

All fundraising proceeds can only be used to help fund team expenses. Fundraising should be used for the following, but not limited to:

- a) Tournaments/Festivals
- b) Exhibition games
- c) Team events
- d) Player/team gear
- e) Player registration



Team Fundraising Form

Team _____

Start date _____ End date _____

Team Manager | Event Coordinator

Name _____

Phone _____ E-mail address _____

Fundraising Event _____

Describe the fundraiser

Are the funds raised to be earmarked? YES | NO

If yes, explain the specific budget items

Projected revenue \$ _____ Projected expenses \$ _____

Does this fundraiser involve gambling/bingo or a raffle? YES | NO

Other relevant information
