

Mary Free Bed

Rehabilitation Hospital Foundation

Mary Free Bed Rehabilitation Hospital Foundation *Standards for Sanctioned Third-Party Fundraisers*

Mary Free Bed Rehabilitation Hospital Foundation depends on charitable support to provide professional and loving care to the people we serve. We welcome your help and support to further awareness and to provide financial resources to our organization. However, as a non-profit organization with limited staff, resources must be committed to only those activities which can be properly supported.

All groups and fundraising activities must be in line with the mission and values of Mary Free Bed Rehabilitation Hospital Foundation.

If the group organizing the third-party fundraiser is a 501(c)3, documentation of your license to solicit (or exemption) must be provided.

Mary Free Bed Rehabilitation Hospital Foundation may be able to provide assistance but cannot be relied upon to provide attendees or mail to donors to solicit attendance or support of a third-party event.

Mary Free Bed Rehabilitation Hospital Foundation's logo and verbiage should be used on all materials where appropriate. All promotional materials must be submitted for approval prior to distribution. Promotional materials include, but are not limited to, media releases, fliers, invitations, posters, point-of-purchase stands, tickets. A packet will be given to all sanctioned third-party fundraisers including sample verbiage and specifications for the logo.

Mary Free Bed Rehabilitation Hospital Foundation will provide a tax-deduction receipt if ALL monies collected (cash/checks/credit card) are provided to Mary Free Bed Rehabilitation Hospital for deposit. If monies are deposited into an account affiliated with another 501(c)3 organization, MFB cannot provide a receipt.

Mary Free Bed Rehabilitation Hospital Foundation would like to receive contact information for all supporters/attendees of the third-party fundraiser.

Mary Free Bed Rehabilitation Hospital Foundation reserves the right to disassociate itself from any event if it is not in compliance with its policies, procedures or guidelines.

A confirmation letter and packet will be sent to all sanctioned third-party fundraisers after the "Third Party Questionnaire" is filled out and received by staff. No promotional activities linking Mary Free Bed Rehabilitation Hospital Foundation to the fundraiser may begin until this letter is received. Please allow 5-7 business days for a decision to be made and a letter sent.

Signature and Date: _____