

Third Party Event Policies

In order to ensure Third Party Events have a positive impact on the Health Care Foundation the following requirements must be met by those groups or individuals wishing to conduct an event that benefits the HCF.

1. Organizer(s) wishing to hold a fundraising/promotional event to benefit the HCF are required to complete a Third Party Event application prior to organizing the event.

The HCF will notify the applicant(s) of the proposal's status within 7 business days.

2. The HCF will not incur any costs or liabilities associated with Third Party Events. The organizer(s) must obtain all required permits, licenses and insurance relating to the event. The organizer(s) will provide the HCF with copies of the above, at least 2 weeks before the event start date.
3. All staff and volunteers for the third party event will be provided by the organizer(s).
4. Event organizer(s) are asked to identify the businesses or individuals that will be contacted for solicitation so as to avoid overlap with the HCF's existing campaigns. Permissions are required prior to soliciting any business or individual in the Health Care Foundation's name.
5. In accordance with government, hospital and HCF privacy policies, the HCF does not release its donor/ mailing list for any purpose.
6. All advertisements and other event-related promotional materials which use the HCF's name or logos must be approved by the HCF prior to use.
7. The organizer(s) acknowledge that the HCF follows the receipting policies set out by the Canada Revenue Agency.