



TAX DEDUCTIBLE FUNDRAISING FOR YOUR TEAM

Background

In recent years, teams have requested the ability to conduct fundraising activities in order to help defer the cost of additional ice, team trips or other team activities. Many businesses supporting these fundraising activities have asked Edina Hockey Association to be involved, desiring to claim a tax deduction for their contributions. EHA would like to support activities aimed at reducing the financial burden of playing hockey on EHA families. This policy describes how to involve EHA in your fundraising activities.

Process

Before starting the fundraising process, please reach out to Judy Goodman, at judy.goodman@edinahockey.org, providing full details on the proposed fundraising activities, including, the purpose of the fundraising, sponsor, anticipated source of revenues, time frame and any other relevant information. EHA may reach out to you with additional questions. After receiving and considering the information, EHA will let you know whether or not it agrees to be involved with the fundraising.

Unless approved in writing by the EHA president or treasurer, EHA will not approve involvement in fundraising for any team exceeding \$ 5,000 during any year or deriving a significant portion of funds from a small number of persons or entities related to team members.

Delivery of Contributions

If your fundraising is approved, EHA will provide you EHA's employer identification number, which may be used by donors when claiming a deduction for contributions, and other relevant information. EHA will generally not be involved in marketing your fundraising activities.

All contributions received from fundraising must be delivered to EHA by check, marked to identify the team conducting the fundraising activity, at the following address:

**EDINA HOCKEY ASSOCIATION
4801 W. 50TH STREET
EDINA, MINNESOTA 55439**

Application of Contributions

Unless EHA agrees in writing to use the funds in a different manner, EHA will apply all contributions received from your team's fundraising against current or future ice bills for your team.

Teams may not provide EHA's employer identification number, and may not represent that contributions from fundraising are tax deductible, unless they comply with the

terms of this policy. Nothing in this policy is intended to prohibit teams from fundraising separate from EHA, which funds may not be considered tax deductible contributions to EHA.

If you have any questions regarding fundraising, use of funds or process to engage EHA in your fundraising, please contact Judy Goodman at judy.goodman@edinahockey.org.

FUNDRAISING AT EHA EVENTS

Teams may wish to conduct fundraising activities at locations where EHA events (tournaments, practices or games) are taking place. Teams supporting worthy charitable causes is a very important and valued part of a player's EHA experience, and should be encouraged. However, teams must take care to ensure fundraising activities do not adversely impact the experience of participants at EHA events. Teams desiring to perform these fundraising activities during EHA events, must do the following:

Prior to Conducting Fundraising at an EHA event:

- Receive consent from EHA Vice President of Operations (who must consult EHA President and, if during a tournament, the tournament director) to conduct fundraising activities at location where an EHA event is occurring.
- Receive consent from the facility where the team wishes to conduct fundraising activities.
- Obtain tables or other items necessary for fundraising event, and set those items up prior to the event during the period approved by EHA and the facility.

During the Fundraising Event:

- Conduct fundraising activity only within the area designated by EHA Vice President of Operations for such fundraising. In general, this will be a designated area on the side of the lobby where the EHA event will occur.
- Not approach persons attending EHA events in the parking lot, within any rink inside a facility, as they enter the facility or as they enter or leave any rink at a facility.
- Not impede the path of any person attending EHA events.
- Participants must keep music/noise to a reasonable level
- Identify their team and the charity for which they are fundraising.
- Keep the designated area clean and free from refuse during the fundraising period.
- Follow instructions from facility, tournament director (if applicable) and EHA Vice President of Operations regarding event.

After the Fundraising Event:

- Return all tables, chairs and other items used in fundraising activity to appropriate location
- Remove all garbage and other items from designated area, leaving facility in the condition it was prior to the fundraising event.*

* NOTE: If teams leave items at facility or don't return items to appropriate location, they may be assessed for costs incurred to remove such items.