

POLICY STATEMENT

Maple Ridge Skating Club

Subject: Fundraising	Sept. 11, 2009
Policy Statement: MRSC will provide opportunities for skaters/families to fundraise to assist with club operating expenses, major purchases and/or skaters' personal expenses.	
Guidelines: <ul style="list-style-type: none">• All club fundraising is optional• Fundraising notices must specify the purpose for which the funds will be used.• Fundraising notices must specify complete details for order deadlines and order delivery and pick up.• Unless otherwise specified, the club will receive 10% of all fundraising profits, with the remainder of the profit going directly to each skater's personal account.• Fundraising profits that are credited individually to each skater's personal account as a club credit can be applied to any club purchase, but must be consumed prior to September 1st of the following skating season.• Any fundraising credit balance remaining in a personal account after the next fall/winter registration will be forfeited by the skater back to the club. Personal account credits can not be carried over from year to year.• Any credit balance in a skaters' personal account can not be reimbursed as cash to the skater.• To access funds from a personal account, skaters/parents must complete the "Personal Account Withdrawal – Debit Form" to authorize the deduction from their personal account. The Personal Account Withdrawal – Debit Form must accompany the purchase, i.e. registration form, clothing order form, test application form, etc.• With the changes to on-line competition entry application forms, it is no longer possible to use personal club credits for competition entry fees.• Any fundraising orders that are not claimed after the designated "pick up" date will be disposed of at the discretion of the club.	
Purpose: <ul style="list-style-type: none">• To provide opportunity for members to subsidize skating expenses.• To assist the club in keeping skating programs as affordable as possible.	
Responsibility: Director: <ul style="list-style-type: none">• Select and organize various fundraising events• Coordinate product delivery / event with suppliers• Notify all members of the opportunity via posters, notices, etc.• Provide order forms and/or instructions accordingly• Add detailed information regarding each fundraising event to the club website. Club Bookkeeper/Treasurer: <ul style="list-style-type: none">• Tally and enter personal credits for each skater.• Provide a summary of personal credit for each skater on a regular basis or as needed.• Zero all personal account balances that are unclaimed after the fall/winter registration event for the following year.• Debit personal accounts as per Personal Account Withdrawal Forms as submitted for various purchases.	
Exception: <ul style="list-style-type: none">• Due to the nature of team sport, all fundraising efforts coordinated independently by the synchro team will be designated specifically for the team as a whole and used solely for team operating expenses.• Fundraising events coordinated by the synchro team must receive prior approval from the Club BOD to avoid scheduling conflicts.• The synchro team will be permitted to carry over a running balance from year to year.	