



CONCEPTION BAY SOUTH SOCCER ASSOCIATION FUNDRAISING/SPONSORSHIP POLICY

1. POLICY STATEMENT

This policy was implemented by the Conception Bay South Soccer Association to ensure that money raised is spent in a manner consistent with the purpose for which it was raised and accounted for in a proper manner with full transparency for those involved in fundraising. Fundraising shall be limited to hotel costs, meals and transportation expenses for the players and coaches involved.

Fundraising from the public including soliciting can only be done when travel has been scheduled for the team conducting the fundraising. The monies can only be spent on travel expenses listed above.

Sponsorship money donated to a team may be spent for any expense undertaken by the team that is in keeping with the agreement with the sponsor from which the money was obtained.

Failure to comply with this policy will result in disciplinary action against the offending individual, team and/ or coaching staff by the CBSSA.



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2. APPROVAL

- a) To be eligible for fundraising, a team must send a proposal for the fundraising outlining the purpose and manner of fundraising to the office of CBS Soccer for approval no later than three weeks before the start of the event.
- b) A budget outlining anticipated revenue and expenses for the money to be raised must accompany all applications for fundraising.
- c) Fundraising can only be conducted for travel off the Avalon Peninsula.
- d) All fundraising undertaken by teams, team members or coaches with the Association must receive approval from the office of CBS Soccer prior to proceeding.
- e) Upon approval, all funds raised must be submitted to the CBS Soccer office for accounting purposes and disbursement.

3. GENERAL GUIDELINES

- a) No minor All Star team, as governed by the NLSA Constitution, shall be sponsored by a brewery/distillery and/or tobacco company.
- b) Teams that raise more than \$1000.00 in any given playing year will be charged a onetime administrative fee of \$50.00. Any team raising more than \$10,000 will pay a onetime administrative fee of \$100.00.



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- c) All sponsorship cheques are to be made payable to the Conception Bay South Soccer Association.
- b) The team Manager or team designated Fundraising coordinator must provide all players (parents where minor) with up to date accounting of their fundraising efforts to ensure transparency.
- a) All Star team naming rights are held by the CBSSA. Only major team sponsors will be permitted to have their brand name as part of the team name. I.e. CBS Marie's Mini Mart Strikers. To obtain this naming right a sponsorship of a minimum of \$1000.00 (one thousand dollars) is required. This would include the cost of the sponsor's logo on the front of the jersey. If there is a secondary sponsor of at least \$500. 00 (five hundred dollars) the team may put their name or logo on the back above or below the # on the players jerseys but not on the front.
- b) The cost to have a sponsor's logo on an official Club Track suit or other official club apparel or accessories is \$500.00 (five hundred dollars). Not all sponsors will require having their names/logos on any gear.
- c) The CBSSA reserves the right to place any Club sponsor logo on the jersey of any team without a 'major team sponsor' as outlined in 3(d) without granting naming rights.
- d) All monies remaining in a team account after October 15th of any year will go to the CBSSA to be used for equipment and coaching development programs. If the fundraising is for a subsequent year the money will remain the team account. If a team has qualified to attend Nationals, the date the Association will close the account is Nov. 1st of the year if attending Nationals.



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- e) All team apparel, footwear and equipment must be purchased through the CBSSA unless given approval by the CBS Soccer office purchase elsewhere when items not available. All orders must be prepaid.

4. LOTTERY LICENSE APPLICATIONS

All teams conducting fundraising through the sale of tickets or any other form of lottery must first receive a lottery license by submitting the proper Service NL lottery application form to the CBS Soccer office. Once the lottery license is issued it will be forwarded to the team for use.

All teams are required to submit the proper Financial Report to the office of CBS Soccer within 30 days of the close of the fundraising.

All ticket draw winning tickets must be posted online through the Association and the Fan Page on Facebook.

Teams should expect to wait approximately two weeks for a lottery license once application has been submitted.

Teams must follow all rules laid out by Service NL regarding the operation of the license issued.