



Portugal Cove-St. Philips Minor Soccer Association

Team Fundraising-Sponsorship Policy

April 5, 2024

PREAMBLE

Portugal Cove - St. Philips Minor Soccer Association (PCSPMSA) has a responsibility to our members, athletes, coaches, and the community to ensure that any funds raised is spent in a manner consistent with the purpose for which it was raised.

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 PCSPMSA for approval.
- b) A budget outlining anticipated revenue and expenses for the money to be raised must accompany all applications for fundraising.
- c) All fundraising undertaken by teams, team members or coaches with the Association must receive approval from the club office prior to proceeding.
- d) Upon approval, all funds raised must be submitted to the Treasurer for accounting purposes and disbursement.

GUIDELINES

- a) No minor team, as governed by the NLSA Constitution, shall be sponsored by a brewery/distillery and/or tobacco company.
- b) All sponsorship cheques are to be made payable to the Portugal Cove - St. Philips Minor Soccer Association.
- c) 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.
- d) All monies remaining in a team account after October 1st of any year will go to the PCSPMSA to be used for equipment and coaching development programs. If the fundraising is for a subsequent year the money will remain in the team account.

LOTTERY LICENSE APPLICATIONS

- a) 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 PCSPMSA office.
- b) 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 PCSPMSA within 30 days of the close of the fundraising.



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- c) All ticket draw winning tickets must be posted online through the Association and the Fan Page on Facebook.
- d) 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.
- e) The Team Representative or Manager will proceed and have the tickets printed.
- f) The Team Representative or Manager will prepare a ticket ledger identifying who is assigned blocks of tickets for sale. All sold and unsold tickets must be always accounted for.
- g) The Association does not assume financial responsibility for the ticket lottery.

TEAM SPONSORSHIP(S)

- a) Below you will find the Sponsorship Opportunity Letter the Team Representative or Manager shall use to obtain team sponsorship.

CLUB CONTACTS FOR SPONSORSHIP & FUNDRAISING

1. Club Office: office@pcspminorsoccer.ca
2. Treasurer: treasurer@pcspminorsoccer.ca



Portugal Cove-St. Philips Minor Soccer Association

PREMIER YOUTH LEAGUE Sponsorship Opportunity Letter

On behalf of the Portugal Cove - St. Philips Minor Soccer Association, we would like to invite you to consider sponsoring our Premier Youth League team. Specifically, we are currently seeking sponsors for our Premier Youth League (**insert Team Name**) for the 2024 season.

The Premier Youth League provides players with a player-first mentality that grows skill, training, and competition at a higher soccer level. These teams are more selective and foster the best players in each age group to compete with other competitive teams across the island.

Our involvement covers age groups (Under 12 - Under 15) which are selected through a tryout process in the fall of each year. Each age group or training pool practices throughout the fall and winter months. With final teams being established in the spring to start gearing up for summer practices, tournaments, and games in the Premier Youth League. As a not-for-profit soccer association, we would not be able to provide successful programming without the generous support of our community businesses and team sponsors.

We hope that you will be able to help support the players by sponsoring our team and we, in turn, will help to advertise and promote your business.

Some sponsorship options are available:

- **General Team Donations** of any amount would be greatly appreciated.
Inclusion on all team social media communications
- **Apparel Sponsors**
Apparel sponsors would include your logo on apparel that your company would purchase for our kids. Your corporate name/logo would be on the apparel.

We hope that you will be as excited about this opportunity as we are and that we can work together to promote your business and support our Premier Youth League teams.

Sincerely,

Team Manager