



THIRD PARTY FUNDRAISING FREQUENTLY ASKED QUESTIONS

Q. How long will this agreement last?

A. Most third party agreements will be limited to a one-month time frame. At the completion of the one month time period, the donor is requested to submit all funds to Boys & Girls Clubs of Sarasota and DeSoto Counties.

Q. Who do I make checks payable to after the fundraiser?

A. Please make checks payable to Boys & Girls Clubs of Sarasota and DeSoto Counties and mail within 30 days to:

Boys & Girls Clubs of Sarasota and DeSoto Counties

Attn: Advancement Department

3130 Fruitville Road

Sarasota, Florida 34237

Q. Can I use the organization's sales tax exemption number?

A. Unfortunately sales tax laws do not allow third party event coordinators to use our tax exempt status for purchases.

Q. Can I use the Boys & Girls Clubs of Sarasota and DeSoto Counties logo to help promote my event or in marketing materials?

A. Yes, you will receive the organization's brand guidelines and logo. All event material containing our name or logo must be sent to Boys & Girls Clubs of Sarasota and DeSoto Counties for approval prior to printing or distribution. Logo use approval takes approximately 2 business days.

Q. Can someone from Boys & Girls Clubs of Sarasota and DeSoto Counties attend or speak at my event?

A. Because of the large demand on staff time, we can't guarantee attendance at your fundraiser.

Q. Can I have a silent auction at my event to raise more funds?

A. Yes. However, Boys & Girls Clubs of Sarasota and DeSoto Counties is unable to procure silent/live auction items for your event and cannot facilitate your auction.



Q. Can funds raised be used for expenses?

A. We recognize that some third party coordinators may need funds to run an event and pay reasonable expenses. However, Boys & Girls Clubs of Sarasota and DeSoto Counties cannot fund or financially support community fundraisers. Third party coordinators are responsible for covering all expenses and will not be reimbursed by Boys & Girls Clubs of Sarasota and DeSoto Counties. For these reasons, as you start to collect money, you will want to keep some funds on hand to help pay your expenses. In your planning process, make sure to develop a budget reflecting the type of event you are having the many costs related to the event. Please submit your budget along with this application. If you are deducting expenses before sending net proceeds to Boys & Girls Clubs of Sarasota and DeSoto Counties, you should not state or imply to your donors that any funds given to you are tax deductible, and you should not use the word “donation” because it implies that they are tax deductible. We recommend using the phrase “Proceeds will benefit Boys & Girls Clubs of Sarasota and DeSoto Counties.”

Q. Can Boys & Girls Clubs of Sarasota and DeSoto Counties provide volunteers for my event?

A. We recommend you recruit volunteers for your event and suggest you reach out to friends, family and those in your community to volunteer.

Q. Does Boys & Girls Clubs of Sarasota and DeSoto Counties provide event insurance or a liquor license?

A. Third party event coordinators agree to obtain all required permits or licenses for the event. Because Boys & Girls Clubs of Sarasota and DeSoto Counties is the ultimate beneficiary of your event and has no direct involvement with running the fundraiser, we cannot provide event insurance or a liquor license.

Q. Can Boys & Girls Clubs of Sarasota and DeSoto Counties provide publicity or contacts with the media?

A. Our staff is unable to provide media contacts or publicity for individual events to outside media sources.