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PICKERING SOCCER CLUB TEAM EVENTS AND FUNDRAISING POLICIES AND PROCEDURES

All teams **must** apply for approval of all team events, including fundraising, by filling in the new on-line fundraising form, located on the PSC website. Approval must be obtained before any venues are booked or expenses are paid. Failure to obtain approval from PSC for the event or fundraiser will negate any insurance coverage.

Remember that the club has arranged for many fundraising opportunities through partnerships with local sponsors. Examples include our sidewalk sale, local restaurant discounts cards and fundraising nights. Take advantage of these as they can save lots of time/effort on your part.

Coaching Staff please note: If you do not obtain approval for an event, you are not covered by liability insurance and may be held personally liable for damages, injuries etc.

1. An example of the types of events that will generally be approved by PSC, providing they are planned and documented appropriately (application on web):
 - a. Social events where tickets are sold (no alcohol allowed)
 - b. Car wash type events
 - c. Bottle drives
 - d. Selling of merchandise (e.g. Chocolate bars, Partylites etc)
 - e. Sponsorship/Advertisement books
 - f. Team BBQs (special precautions should be taken when preparing food).
 - g. Adult events provided no alcohol is sold by the team at the venue. In the case where alcohol is sold by the venue, proof of liability insurance from the venue owner **may** be required.

2. The PSC wishes to project a certain image in our community. As such, the following list are examples of those events that would not be consistent with this image and will not be approved:
 - a. Collecting money (i.e. begging) outside local establishments not related to selling of items such as chocolate bars, merchandise, etc
 - b. Events involving alcohol and or fireworks

If a venue requires a "Certificate of Insurance" from you, fill in the "Certificate of Insurance" request form at <http://www.hkmb.com/industry/sportsent/OSA.asp> and submit to your Rep director. Please provide at least 5 business days for this certificate to be returned to you.