



The Disabled Patriot Fund is an Illinois Not-For-Profit Corporation that provides financial relief for local U.S. Military Families that have been adversely affected by the "War on Terror".

"LAND OF THE FREE, BECAUSE OF THE BRAVE"

Disabled Patriot Fund Third-Party Fundraising Guidelines

Thank you so much for your commitment to help raise money for the Disabled Patriot Fund (DPF). This sheet should provide you with general guidelines about holding a third party fundraiser and donating proceeds of your event to benefit Disabled Patriot Fund's mission to provide financial relief for local U.S. Military Families that have been adversely affected by the War on Terror.

Please complete the Disabled Patriot Fund Event Proposal Form to give us the details about your event.

What is a Third-Party Event?

Individuals, organizations and groups that sponsor and host events that in whole or in part to raise money for our organization. These Third-Party Fundraisers are not affiliated with the Disabled Patriot Fund. As such, Disabled Patriot Fund should not be listed as partners, sponsors, or supporters of the third-party event or their organizers. These events can range from corporate dinners and trivia game fundraisers to pre-planned golf and concert events.

All third-party events are required to fill out the Disabled Patriot Fund Event Proposal Form and send it to the DPF Fundraising Committee via email, fax or mail.

By signing our agreement:

- You agree to pay all costs associated with collecting and sending the donations to Disabled Patriot Fund.
- By publicly naming Disabled Patriot Fund as the beneficiary of your event, you agree to donate the funds raised within 30 days following the event.
- You shall indemnify, defend and hold Disabled Patriot Fund harmless, including its governors, directors, officers, employees, agents and volunteers from and against any and all suits, claims, demands, liabilities, damages, costs and expenses (including reasonable attorneys' fees) arising out of or relating in any way to your business and the fundraising activity.
- If you decide to cancel your event but some funds have already been collected, you are responsible for notifying those contributors that the event has been cancelled and ask them how to proceed with their donation.
- You agree to comply with all federal, state and local charitable solicitation statutes, regulations and ordinances that affect or apply to you and the fundraising activity.
- Disabled Patriot Fund is not responsible for any financial loss and may withdraw support of the third-party event cancelling this agreement at any time should any activity be discovered that undermines Disabled Patriot Fund, the members of our military and people of all abilities. This includes the approved use of the Disabled Patriot Fund logo.

Endorsed By:



The Southwest Suburban
Home Builders Association

10767 W. 163RD PLACE, ORLAND PARK, IL 60467 • 708-364-9445 (FAX) 708-349-4989

- You agree that the Disabled Patriot Fund's name and logo are important symbols which should not be misrepresented. Prior to publicizing or holding the event, Disabled Patriot Fund must approve the Event Proposal Form and the use of name or logo in any and all promotional materials.

How do I Obtain Promotional Material & Logos?

Please contact our Fundraising Committee to discuss promotional materials and usage of the Disabled Patriot Fund name and logo. All promotional materials for the event must be approved by the Disabled Patriot Fund Fundraising Committee before being made available to the public.

You must agree to pay all costs associated with developing and printing promotional and marketing materials for your fundraiser.

All promotional materials should truthfully let the donor know how much of the proceeds will be contributed to Disabled Patriot Fund. If the benefit to Disabled Patriot Fund is not expressible in either percentage or fixed amounts, the benefit should be described as accurately as possible. You should let your donors know of any and all other organizations their contributions will be supporting. It is highly recommended promotional material include the Disabled Patriot Fund address and/or website address:

Disabled Patriot Fund
10767 W. 163rd Place
Orland Park, IL 60467
www.disabledpatriotfund.org

Disabled Patriot Fund will not incur or accept any financial liability for this promotion. Third-party event organizers will assume all financial liabilities. Neither Disabled Patriot Fund, including its units, nor their respective directors, officers, employees and volunteers, will be liable for any injury to, or death of, any participant, customer, contractor or individual involved in the promotion of or participation in the event.

Donor Thank You and Acknowledgement

Thank you certificates will be sent to the individual/company coordinators of the fundraiser and any donors the coordinators specifically ask to be recognized. Donor must provide name and mailing address.

Acknowledgement letters will only be sent to donors who donate directly to us, via your fundraiser. In order to receive acknowledgement, checks must be made out to "Disabled Patriot Fund" or "DPF" and we must receive the checks at our office in Orland Park. For tax reasons, we can only send acknowledgments to people who donate directly to us. Acknowledgements may also serve as confirmation of donors' financial contributions for tax purposes as allowable by law.

Publicity

Disabled Patriot Fund wants to recognize the efforts of individuals, groups and organizations that help us raise much-needed funds to continue our mission to provide financial relief for local U.S. Military Families that have been adversely affected by the War on Terror. Your stories inspire us and our hope is to tell your story and inspire others to give and to help raise awareness and money for Disabled Patriot Fund. In the event that we feature your story in our newsletter or on our website, we will contact you for permission and further information.

For further information about fundraising on behalf of Disabled Patriot Fund, please email or call Ray Baranak: disabledpatriotfund@comcast.net or 708-533-1788.