



The Living Centre

ABN 72 781 321 596

PO Box 23422
Docklands VIC 8012

Ground Floor, 81 South Wharf Dr
Docklands VIC 3008

Phone us:
(03) 9820 2888

Email us:
thelivingcentre@thinkpink.org.au

www.thinkpink.org.au

FUNDRAISING PROPOSAL

Thank you for your interest in fundraising for The Think Pink Foundation.

These guidelines are for individuals, organisations and other groups that would like to hold an event benefiting The Think Pink Foundation and its programmes. We would like your fundraising to be an enjoyable experience as well as being safe and legal, so please read these guidelines before completing the Fundraising Event Proposal Form.

The Think Pink Foundation provides practical and emotional support services to breast cancer patients and their families from all around Australia. We do this mainly through our unique drop-in support and wellness facility called the Living Centre located in Docklands, Melbourne.

The Living Centre accepts patients from any treatment centre at any stage of their journey with breast cancer – from initial diagnosis, through treatment and into survivorship. We do not charge for any of the services we provide and we receive no government funding, but rather we rely on the generosity of philanthropically minded individuals, companies and foundations which make donations to help fund these services.

Fundraising Terms and Conditions:

Authority to Fundraise for The Think Pink Foundation

Prior to organising and conducting a fundraising event in the name of The Think Pink Foundation, you must:

- Be 18 years or over (if under 18 years of age, you will need permission from a parent / guardian)
- Complete this form and submit it to The Think Pink Foundation for approval at least 14 days prior to the event. Please do not make any announcements or publicise the event until The Think Pink Foundation gives formal approval.



Use of The Think Pink Foundation Name and Logo:

- The Think Pink Logo, Pink Bow (with hand) and enabling a better journey through breast cancer are the property and registered trademarks of the Think Pink Foundation.
- Notwithstanding any permission to use the logo or other devices The Think Pink Foundation retains ownership of this intellectual property and reserves the right to withdraw permission to use these devices at its sole discretion.
- In naming the event, 'The Think Pink Foundation' should not be used in the title, but as beneficiary of the net proceeds. For example: "(Event Name) to benefit The Think Pink Foundation and the Living Centre".
- Prior approval must be sought from The Think Pink Foundation prior to dissemination or publication for any printed materials, collateral, advertisements, media materials, social media and releases associated with the event.

Fundraising for The Think Pink Foundation

- All Activities must be conducted in accordance with all applicable laws and regulations – National, State and Local.
- The Think Pink Foundation is happy to offer advice and guidance for coordinating your activity, however, the overall running of the event, including expenses, promotion, record keeping and management is ultimately your responsibility.
- The Think Pink Foundation insurance cannot extend to volunteer events - we recommend you seek independent insurance advice.
- Please advise The Think Pink Foundation of any changes to details provided in this form prior to the event.
- If you are organising a raffle where tickets are to be sold to people other than your guests you should contact The Think Pink Foundation to confirm that your raffle falls within the terms of The Think Pink Foundation's Fundraising Licence.
- Approval to repeat an event must be requested each year from The Think Pink Foundation.



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Cash Handling and Banking

- To comply with auditor requirements and to preserve the integrity of the organiser, it is required that at least two people are involved with the counting and remitting of proceeds.
- All net proceeds raised for Think Pink must be submitted to The Think Pink Foundation within 30 days of the conclusion of the event.
- Please do not send cash through the post. Please send a cheque of bank draft or remit the funds raised via EFT. Details of our account will be provided on request or you can remit online at www.thinkpink.org.au
- The Privacy Act covers the use of information, photographs and videos created at or during your event. As the event organiser, you are responsible for any personal data generated by photographic/video activities. Participants must be informed and asked for their permission or agreement prior to photographs/video being taken.
- Consent should be obtained on an opt-in basis for each of the intended uses. Individuals should be informed of:
 - The purpose(s) for which the photograph/video is being taken
 - List any third parties with whom the data may be shared or disclosed to. (e.g. press).
 - Outline the retention period for the data
 - Make it clear that at any time in the future consent may be withdrawn and that you will accordingly remove photographs/videos if requested In the case of photographs/videos of children it will be necessary to have their parent or legal guardian provide the necessary written consent.

Fundraising Event Proposal Form Fundraising Organiser Details:

Title: ☐Mr ☐Mrs ☐Ms ☐Dr ☐Other

First Name: _____ Surname: _____

Name of group/company planning event (if applicable): _____

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Address: _____

_____ Postcode: _____

Telephone(s): _____

Email: _____ @ _____

The Think Pink Foundation may use your details to keep you up-to-date on our work and to send you information regarding our fundraising events and activities.

If you prefer not to receive any further communication from us please tick here. (____)

Are there other beneficiaries besides The Think Pink Foundation? If yes, please provide details:

Have you formed a committee to help organise this event? If yes, (please attach names & contact details).

If you are fundraising as part of a company/organisation please give us a brief description of your company:

Name of proposed event:

Date(s) and time(s) of Event: _____

Location/Address: _____

Description of proposed event: _____

Enabling a better journey through breast cancer



Expected attendance (if applicable): _____

Has this event taken place for The Think Pink Foundation before?

If yes, please provide details: Sharing your story (optional): If you are happy to share your reason for holding an event, please complete the section below.

Please note: Completing this form does not imply authorisation from The Think Pink Foundation to undertake this event on our behalf, when we have processed your form we will be in touch to authorise your event.

Disclaimer The Think Pink Foundation can accept no liability for any loss, damage or injury caused during the event you undertake. The Think Pink Foundation insurances do not cover property or the property of your helpers and guests, nor does it cover your personal liability for any injury suffered by yourself or your event participants.

The event holder agrees to release The Think Pink Foundation to the fullest extent permissible under law for claims and demands of any kind, and from all liability that may arise in respect of any damage, loss or injury occurring to any person, except where such liability arise because of the negligence of The Think Pink Foundation or its agents.

The Think Pink Foundation reserves the right to terminate the agreement relating to the Event at any time if it appears that there is a likelihood of the Event Holder failing to adhere to any of the above terms and conditions.



Agreement:

- Yes, if food is involved in the event, I agree to take care and work to ensure safe preparation, storage and cooking and follow good hygiene practices.
- Yes, I agree to hold my fundraising event in accordance with the terms and conditions of The Think Pink Foundation Fundraising Guidelines attached and all applicable laws.
- Yes, I agree The Think Pink Foundation will receive all revenue raised on its behalf from the event within 30 days of the event. I will encourage donations to made online through The Think Pink Foundation's website.
- Yes, I agree that all uses of Think Pink IP including logo and trademarked devices, will be in accordance with the Style Guide provided by The Think Pink Foundation and that all artwork and collateral proposed for dissemination (both printed and electronic) will be submitted and must be approved by The Think Pink Foundation prior to release/publication.
- Yes, I agree that all publicity for the event must be approved by The Think Pink Foundation prior to release/publication.

Signature of Applicant: _____

Print Name: _____

Date: _____

Thank you for offering to organise an event in support of The Think Pink Foundation. We look forward to contacting you regarding your fundraising initiative. Please return completed form to: The Think Pink Foundation, Ground Floor, 75-81 South Wharf Drive, Docklands Vic 3008
Postal Address: P.O. Box 23422 Docklands Victoria 8012

Tel: 03 9820 2888 or 0419 539 190

Email: dhendel@thinkpink.org.au

Web: www.thinkpink.org.au