



Sleepout Terms and Conditions

Fundraiser Management

- Any event organised by a third party (individual, group or organisation), external to St Vincent de Paul Society Victoria is not an official St Vincent de Paul Society Victoria event, and that third-party is not acting as an official representative or agent of the St Vincent de Paul Society Victoria
- The St Vincent de Paul Society Victoria bears no responsibility for the management or conduct of a fundraising event organised by a third party. The event will be conducted in the organiser's name and they will be solely responsible for the organisation, conduct and outcomes of the activity or event.

Legal Compliance and Insurance

- The organiser must take responsibility to ensure their event or activity is compliant with all legislative requirements, and must obtain all necessary permits, permissions, authorities and licences needed. It is the responsibility of the individual organiser to investigate these requirements and no responsibility will be taken by the St Vincent de Paul Society Victoria for matters involving national, state/territory or local council laws, or venue codes of conduct.
- The organiser agrees to release St Vincent de Paul Society Victoria to the fullest extent permissible under law for all claims and demands of any kind associated with the event or activity and related outcomes, and indemnifies St Vincent de Paul Society Victoria for all liability or costs that may arise in respect to any damage, loss or injury that occurs to any person in anyway associated with the event or activity.

Safety and Risk

- Events must be organised with the safety and security of all participants in mind and the Organiser must take responsibility for the safety and security of others and themselves, including holding the required insurances such as public liability insurance. Events or activities that present inherent or unreasonable risk are not encouraged by the St Vincent de Paul Society Victoria.



St Vincent de Paul Society
VICTORIA
good works



Sleepout Terms and Conditions

Reputation, Branding and Ethical Behaviour

- The organiser or event/activity must not in any way undermine the work of the St Vincent de Paul Society Victoria, discredit the St Vincent de Paul Society Victoria brand, or bring the St Vincent de Paul Society Victoria into disrepute. The Organiser commits to fundraising in an ethical way that is in line with the values of the St Vincent de Paul Society Victoria
- The Organiser will seek permission before using the St Vincent de Paul Society Victoria/Vinnies brand in any way, outside of those provided for download on our website, such as in promotional materials, including use of; logos, taglines, images, and any other brand elements. Express written permission must be gained for any brand use, and under no circumstances should the fundraising event or activity be attributed to the organisation. For logo use, please email vinniesleepout@svdp-vic.org.au
- The event or activity should not be named or branded as St Vincent de Paul Society Victoria/Vinnies and the organiser should seek to instead name the activity themselves. Support can be promoted with the text 'supporting Vinnies' or 'proceeds donated to Vinnies'.

Media

- Permission must be sought before contacting the media. You can discuss media opportunities with us by contacting: media@svdp-vic.org.au or (03) 9895 5819

Financials

- The organiser is responsible for covering any expenses relating to the event and as such any losses that may arise from the event or activity. The St Vincent de Paul Society Victoria takes no responsibility for the financial outcome of the event/ activity.



St Vincent de Paul Society
VICTORIA
good works



Sleepout Terms and Conditions

- If the organiser decides to deduct expenses from the fundraising income received, they should do so in a fair, honest and reasonable way, tracking all expenses. Only direct “out of pocket” expenses such as; venue costs, should be included. At no time should the organiser/s take a cut or personally profit from our Community Fundraising program.
- The organiser agrees to be honest in their handling of money that they have committed to donate. The organiser will hold all funds raised until the event or activity is complete and funds are submitted to the St Vincent de Paul Society Victoria
- The organiser is required to send the funds raised to the St Vincent de Paul Society Victoria within 14 days of the event or activity being completed.
- The organiser must commit to accurately completing all necessary paperwork and supplying this to the St Vincent de Paul Society Victoria within 30 days of the event or activity being completed.

Approvals

- The St Vincent de Paul Society Victoria reserves the right to cancel any association with fundraising events or activities at any time and withdraw approval, if the organiser fails to meet any requirement or their registration or aforementioned responsibilities.
- You must be 18 years or older to qualify for registration as a community fundraiser, or have an adult submit on your behalf and then accompany you at the event or activity. If you are submitting on behalf of someone under 18 years, please make these clear on the application form.



St Vincent de Paul Society
VICTORIA
good works