



Belmont Minor Hockey Association

Fundraising/Sponsorship Policy 2024

1. Fundraising- Association Level

It is the policy of Belmont Minor Hockey Association to keep hockey as affordable as possible. As such, fundraising activities and sponsorship opportunities from local businesses may be needed to mitigate cost escalation. Players and /or families will be asked to participate in fundraisers that benefit the Association as a whole.

1. Fundraising- Team Level

Participation in minor hockey may present some extra costs from time to time, such as tournament fees, team apparel, etc. To ease the financial burden for parents, the BMHA has decided that teams will be allowed to fundraise if they so choose. All fundraising/sponsorship activities must adhere to the following guidelines.

- a) Teams will submit a "Request for Team Fundraiser Form" at the beginning of the season if they intend to do team fundraisers.
- b) BMHA to collect 15% of each team fundraiser and sponsorship.
- c) Teams will be capped at a maximum of 3 fundraisers per team.
- d) BMHA Executive will review applications for sponsorship and fundraising.
- e) Funds raised will be spend on the following:
 - Tournament registration fees
 - Coaching and Trainer supplies
 - Team meals
 - Additional ice time
 - Mass transportation
 - Team clothing or spirit wear
 - Team Building Events

- Other expenses approved by Executive in writing.
- f) Funds raised/collected are not to subsidize registration fees.
- g) All funds received and spent must be accounted for in the team budget. Team budgets are to be submitted to the board no later than the end of November.
- h) Any sponsorship or fundraising money leftover at the end of the season must go back to BMHA.
- i) BMHA Lottery Licence will not be used for individual team fundraisers.
- j) Head coach and team managers are to ensure all BMHA fundraising policies are followed.
- k) All funds earned are to be shared equally amongst team members.
- l) All teams are not to undertake raising any monies without the prior consent of BMHA.
- m) BMHA Executive holds sole authority over that which constitutes a “true” fundraiser and holds the final decision of approval.
- n) Teams are responsible for finding their own jersey sponsors. Teams may choose to obtain individual jersey sponsorship or for the entire team.
- o) Teams may set their own jersey sponsorship fees.
- p) No team sponsorship shall be from an establishment where their primary source of income is through the sale of alcohol, cannabis or tobacco.
- q) BMHA maintains a “Do Not Call List” of businesses and groups who support the BMHA organization. Individual teams are not to contact these parties to seek additional sponsorship dollars for individual teams.
- r) Parent Rep/Team Manager/Head Coach to ensure sponsorship policies are followed.
- s) Any use of the BMHA logo will require additional approval by the BMHA Board.

Any team or member who violates the Fundraising Policy may be subject to penalties at the discretion of the BMHA Executive Board.

BMHA Request for Team Fundraiser

Team Name: _____

Contact Person: Name & Position _____

Email _____

Phone _____

Purpose of Fundraiser: _____

Nature of the Activity or Event: _____

Financial Objective of Fundraiser: \$ _____

Duration of Fundraising Initiative: _____

I/We hereby certify that I/We have read the Fundraising Policy, and I/We agree to be bound by its terms and conditions.

Signature: _____

Date Submitted: _____

BMHA USE ONLY

Received: Date _____

Does the Fundraising activity or event satisfy the Policy Guidelines?

Yes _____ No _____

Application Approved: Yes _____ No _____

BMHA President: Signature _____ Date: _____

Fundraising Financial Report

Activity	Total Revenue	Expenses	Net Profits

The above represents a complete and accurate summary of the results of the fundraising activity.

Team Contact Signature: _____

This report must be accompanied by a revenue form that itemizes cash, coins, and cheques, and provides a total revenue amount. The form must be signed by two members of the coaching staff of the team running the fundraising activity. The report must also include any official receipts pertaining to expense incurred for the activity.

Note: Any team undertaking a fundraising activity must provide this financial report for every individual activity to the BMHA Treasurer within one (1) week of the completion of each activity. Failure to comply with this requirement may result in the forfeiture of the profits of the activity to BMHA.