# Terms and Conditions

Royal Flying Doctor Service
QUEENSLAND SECTION

The Royal Flying Doctor Service (Queensland Section) (RFDS) is a not-for-profit organization dedicated to providing critical healthcare services to rural, remote, and regional Queensland. The RFDS relies on support from the community to fund new aircraft, equipment, and provide essential healthcare services.

Fundraisers play a vital role in supporting the RFDS's mission and must recognise the significance of their contributions. The organisation depends heavily on the support of groups, organizations, businesses, and the wider community to deliver healthcare services throughout Queensland.

To ensure the protection of all participating parties, including the RFDS, donors, volunteers, and beneficiaries, fundraisers must adhere to the following guidelines:

1. "Fundraiser" means the individual or organisation holding the fundraising event or activity on behalf of the RFDS. Fundraisers do not represent the RFDS but are acting on their behalf to raise funds that will be forwarded directly to the RFDS.

2. The fundraiser/event will be conducted in the Fundraiser's name and is the sole responsibility of the Fundraiser. The Fundraiser will agree to fully release the RFDS permissible under the law for all claims and demands of any kind, in any way associated with the event and indemnify the RFDS for all liability or costs that may arise in respect of any damage, loss or injury occurring to any person in any way associated with the event caused by the breach of these guidelines or of negligence.

3. The Fundraiser must abide by all relevant State and Federal charities legislation. This is inclusive of all raffles, games of chance or any public appeal. It is the Fundraiser's responsibility to ensure that all appropriate insurance (including public liability), licenses and permits are obtained for the activity. The RFDS cannot provide public liability insurance.

4. You must be registered to fundraiser for the RFDS before commencing any fundraising activities. The Fundraiser is not authorised to use the RFDS's name or logo as the beneficiary charity until an authority to fundraise has been issued by the RFDS.

5. Any person or organisation fundraising for the RFDS is required to have authority to fundraise by the RFDS. The RFDS will only confirm involvement when:
    - A Fundraiser signs up to Do Your Thing platform
    - The RFDS is satisfied that the fundraising activity fits with the aims and values of the RFDS.
    - The RFDS is satisfied that the fundraising activity is not high risk.

6. Due to the nature and values of our organisation, some activities and events may be deemed unsuitable for the RFDS to be associated with. The RFDS does not endorse any events or activities that involve telemarketing, door knocking, violent or dangerous activities or any unlawful activity.

7. The Fundraiser must not approach the national or state office of any business or company for sponsorship without prior approval in writing from the RFDS. Although this policy may appear restrictive, it is very important since the company or group may already support the RFDS and it can appear unprofessional if a company is approached more than once. Approaching a national or state office may also hinder any ongoing negotiations for a major sponsorship.

8. The RFDS staff are not able to take on a co-ordination role in your fundraiser/event nor assist in soliciting prizes, sponsors or providing goods and services to support the running of a fundraising activity. However, if we do have some goods on hand that may serve as prizes we are more than happy to provide these to you.

9. All publicity in reference to the fundraiser/event should clearly state that the event is being organised by yourself or your group. It must be made clear in all promotional material that the RFDS is the beneficiary and not the organiser. Wording such as “Proudly supporting the Royal Flying Doctor Service” or “Proceeds supporting the Royal Flying Doctor Service” should be used.

10. If the Fundraiser wishes to use the RFDS name and/or logo on any material or products, the Fundraiser must always obtain prior permission in writing from the RFDS and all printed material, including media releases, must be approved by the RFDS before being printed or distributed.

11. All funds raised must be sent directly to the RFDS and may not be shared with another charity or organisation unless this has been previously indicated. If members of the community donate to a fundraising activity which identifies the RFDS as the beneficiary, it is illegal for funds to be donated elsewhere.

12. The Fundraiser must not incur any expenses in the name of the RFDS.

13. The RFDS will provide official tax-deductible receipts to donors supporting approved fundraising activity or events. The following are not tax-deductible donations: ticket purchases (e.g. raffle tickets), entry fee to an event, donations of goods or services. Fundraisers should collect names and addresses of those people wanting receipts using the form provided and forward these details along with the cheques/money to the RFDS who will then issue the appropriate receipt directly to the donor.

14. All funds raised must be remitted to the RFDS within 28 days of the conclusion of the event either through a money order/bank cheque or by depositing the money directly into the RFDS bank account.

15. The RFDS reserves the right to withdraw approval to fundraise should it be necessary to do so. In this circumstance, all fundraising and promotion must cease immediately, and all monies raised must be remitted to the RFDS.

If you have any questions regarding your fundraising activity or the RFDS, or you need advice or guidance on fundraising regulations, please do not hesitate to contact the Fundraising Team on 07 3860 1100.