






The George Jeffrey Children's Foundation is a non profit fundraising organization that abides by Federal and Provincial laws for charitable giving, acknowledgments and tracking of fund-raising events. Guidelines listed below are to help you in the planning of your fund-raising event or activity to benefit The George Jeffrey Children's Foundation's capital fundraising campaign. If you or your organization wishes to conduct an event or promotion involving the use of the name The George Jeffrey Children's Foundation for fund-raising and/or publicity purposes, you must submit in writing your proposal for approval by the Foundation.





Please allow two weeks for the review process.

- The George Jeffrey Children's Foundation encourages fundraising events that are consistent with the good image of the Centre. Please take care when planning your events.
- Events should complement the mission and image of The George Jeffrey Children's Centre. Companies that conflict with our mission and values may not be sponsors.
- Any organization/group wishing to use The George Jeffrey Children's Foundation name or logo on materials must receive approval prior to production.
- The George Jeffrey Children's Foundation must approve, in advance, all copy for invitations, advertisements, press releases, posters or other promotional information related to your project. Please do not make public announcements or promote the event featuring The George Jeffrey Children's Foundation until you receive approval from our office.
- We require that you complete our event proposal form and submit it via email, fax or by mail. Please be sure to include an estimate of the size of the contribution you intend to donate to The George Jeffrey Children's Foundation.
- Events must comply with all federal, provincial and local laws governing charitable fund-raising, gift reporting and special events.
- Please notify The George Jeffrey Children's Foundation if you plan to contact businesses, individuals or organizations for sponsorship or underwriting proposals. If you plan to solicit contributions, sponsorship or in-kind gifts from local businesses, we request that the list of potential business sponsors be submitted to our office before being solicited. Please keep in mind that many individuals and businesses already support The George Jeffrey Children's Foundation and may not wish to make additional donations.

What The George Jeffrey Children's Foundation Can Do to Help You

-  offer advice and expertise on event planning
-  provide and approve usage of our logo and tagline
-  assist in promoting the event on our website and press releases
-  provide a written tax receipt to donors who make their checks payable to The George Jeffrey Children's Foundation
-  possibly arrange a cheque presentation with The George Jeffrey Children's Foundation if scheduling permits.

What The George Jeffrey Children's Foundation Cannot Do to Help You

-  extend our tax exemption to you
-  provide funding or reimbursement for expenses
-  solicit sponsorship revenue for your fund-raiser
-  provide mailing lists of donors, volunteers or vendors

Thank you for considering The George Jeffrey Children's Foundation for your charity benefit. Please call or email our fundraising staff if you have any questions or would like to discuss your event plans with one of our staff members.

If you wish to organize an event or promotion using The George Jeffrey Children's Foundation name, this application must be submitted for approval to the fundraising committee at least 30 days prior to the event. Please send completed forms to:

George Jeffrey Children's Foundation
200 E. Brock St. Thunder Bay Ontario
Tel: 807-623-6050 Fax: 807-6237161

Name of Event:

Nature of Event: (Please provide description)

Event contact:
Telephone: Email:

Has this event been done before? When?

Location of Event: Date of Event:

Projected Attendance:

Will other charitable organizations benefit from this event? If so, please provide details.

How will this event be promoted?

Estimated donation to GJCF:

List of businesses supporting this event:

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

What support do you expect from the GJCF?

Once again, Thank you for your support!