



Morris Rugby Corporation Fund Raiser Guidelines

These guidelines are for coaches, managers, players and parents of all teams of Morris Rugby Corporation and are just guide lines but will hopefully lead to better communication, awareness and understanding of how fundraisers should work within Morris Rugby.

Whilst all teams are encouraged, and need to fundraise, it is important that we have coordination of opportunities so as not to dilute the efforts of the teams and the Morris Rugby Corporation. With increased knowledge of the types of fundraisers teams are planning it will avoid duplication and conflicts.

It should be remembered that all teams are part of Morris Rugby Corporation and therefore part of a non-profit 501 c (3) organization.

- Purpose of the fundraiser should be identified. e.g. Attending National playoffs, New Game Jersey's etc
- Licenses are required for all non- profit organizations who conduct games of chance in New Jersey. If a license is required contact the Morris Rugby Executive Director (Jenn Honig) for the Morris Rugby identification number and then obtain the approval of the municipality in which the game of chance is to be held, operated or conducted. You need a license for a 50/50 for example.
- The official Morris Crest is available as a high resolution file for fundraisers if printing or embroidery is needed therefore ensuring quality and continuity of logo/brand.
- Inform Fundraiser trustee (andreamatthews@morrisrugby.org) of planned fundraisers. The plan is to add a Fundraising page to the website when appropriate so everyone, not just team members, have access to all current fundraisers.
- All monies collected should be sent to the Morris Rugby Treasurer using the Funds Transmittal Form available under the forms tab on the website. As a non- profit we are required to keep a record of all transactions.

These guidelines are not intended to dissuade any team from fundraising but help to improve income and ensure, as a registered non-profit, we adhere to the licensing laws and the regulations so the penalty may wipe out any profits realized.

