

RONALD McDONALD HOUSE CHARITIES
OF CENTRAL PENNSYLVANIA

745 West Governor Road
Hershey, PA 17033-2304
717-533-4001 fax – 717-533-1299 www.ronaldshousehershey.org

**Want to help raise funds for Ronald McDonald House Charities of Central PA?
... Here's what you do!**

Thank you for your interest in helping to support the work of Ronald McDonald House Charities of Central PA. We depend heavily on the generosity of people like you to help keep our lights burning strong for families who need our help.

Non-profit organizations like the Ronald McDonald House Charities must demonstrate the highest ethical practices in all aspects of operation, especially its handling of donated funds. We are proud of the way we do business and must vigilantly protect the good name and reputation that Ronald McDonald House Charities has earned. As a donor, you surely will agree that trust and respect are the heart and soul of public support.

In order for groups or individuals to raise funds for Ronald McDonald House and to use our name and/or logo, a written agreement must be signed by RMHC's Executive Director and the group's representative to assure proper fund raising practices, to be crystal-clear on expectations, and to join our respective strengths to make the fund raising project a wonderful success.

The first step is to complete and return the enclosed outline that includes the following:

1. Your fund raising idea
2. The name, address, and phone number of the sponsoring group and contact person
3. Time frame of the fund raiser and expected time of the donation to RMHC
4. Location(s) of the fund raiser
5. Gross profit expected from the project, anticipated expenses, and amount or percentage of proceeds to be given to RMCH
6. Name and phone number of the person responsible for handling the money
7. A signed Hold Harmless Agreement

This information will be reviewed by the RMHC's executive director and when appropriate, members of the Board of Directors. You will receive a call from the director if there are questions. Otherwise if all's agreeable, a signed agreement will be sent to you. You will then be able to use this document to assist with your project and we at the House will be able to verify your activities on our behalf should we receive calls from the public.

Activities that *do not* require an agreement include: collecting soda can tabs and collecting food or supplies for the House

THANK YOU!

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RMHC of Central PA Third-Party Fund Raising Agreement

Name of Fund Raiser: _____

Date(s) of fundraising event: _____

Location of event: _____

Brief description (Continue on other side of page): _____

Sponsor's Name: _____

Contact person's name: _____

Mailing address: _____

Telephone number(s) _____

E-mail address: _____ FAX number: _____

Expected date for RMHC to receive donation _____

Name and phone number of person responsible for accounting and money:

Gross profits expected: \$ _____ Estimated expenses \$ _____

Estimated amount or percentage to be donated to RMHC of Central PA: \$ _____

We will hold McDonald's, its subsidiaries, affiliates, and franchisees, Ronald McDonald House Charities, Inc. the Organization and their respective trustees, directors, officers, employees, volunteers, and agents harmless from and against and all claims, liabilities, judgments, penalties, settlements, losses, damages, and expenses, including court costs and reasonable attorney's fees, incurred or suffered by these parties in connection with or as a result of the event.

Sponsor Signature: _____ Title _____ Date _____

RMHC Rep. Signature: _____ Title _____ Date _____