



BFC Fundraising Policy

Burnaby FC is a not-for-profit organization, which means that any surplus funds generated must be put back into BFC programs or held for future asset intentions. BFC is not a charity, does not hold that distinction with Revenue Canada and therefore cannot issue tax receipts.

Burnaby FC strongly recommends that teams refrain from using the term “donate” when fundraising. Donations are typically given to charities, with nothing received in return, and a tax receipt is generated to recognize the donor.

We recommend using terms such as support, help and fundraising to help. For example, would you like to support our team by purchasing donuts? Our team is fundraising to help team reduce the costs of travelling to a tournament. Teams wishing to fundraise must submit a brief plan outline and print collateral. The Burnaby FC logo is proprietary and may not be used without permission from the Club.

The Burnaby FC brand cannot be used to advertise alcohol-related fundraising events for youth sports. The BFC name or logo must not appear in any tickets or promotional materials (flyers, social media, etc.) for fundraising activities such as pub nights and wine raffles.

Protecting Minors: Minors are defined as youth and or children under the legal purchase age of 19. No minors can attend pub nights or purchase tickets for wine raffles, etc.

In all fundraising events, the players and parents must adhere to the BFC code of conduct and represent the club with integrity.

When fundraising in grocery stores, malls, etc. Burnaby FC players must always wear their training gear with a logo to identify individuals as BFC members.

Sports -BC Provincial Gaming Guidelines:

Organizations deliver adult, youth and/or amateur sports programs that allow all people to participate in organized, competitive physical activities.

Examples of eligible sport uses *may* include, but are not limited to:

- Youth and adult sports (i.e., soccer, swimming, hockey, skating, basketball, baseball, biking, rowing/paddling, sailing, martial arts, skiing, etc.);
- Special Olympics; or
- Sports associations or clubs may be eligible to apply for Class A, B or D gaming event licences if they meet the eligibility requirements of that class of licence. These





groups may disburse gaming funds to sports teams that are part of their ongoing programming.

Sports teams can apply for their own purposes on Class D gaming event licences only.

Eligible Gambling Events-D license

- Ticket Raffle
- Independent Bingo

Restrictions

- A maximum gross revenue of up to \$20,000 in a calendar year
- A maximum gross revenue of up to \$5,000 per licence
- Individual prize values must not exceed \$500 (at fair market value)
- Purchased raffle prizes cannot exceed 50% of the projected gross revenue
- A maximum \$2 charge per individual ticket includes 50/50

Processing Fee

- \$10

Processing Time

- Complete applications require up to 10 business days of processing time
- An eligibility review is not required for a Class D licence.

Types of Fundraising Events:

Fundraising events include raffles, pub nights, car washes, grocery bagging, pledge-seeking activities such as juggle-a-thons or runs, auctions (online or in a physical location), and concession stands. Some of these events require a gambling event license or temporary vendor permit.

Gambling event licenses

All gambling in B.C. is regulated, including the operations for the B.C. Lottery Corporation. Permits are granted based on the conditions and definition of the fundraising type.

Gambling event licenses allow eligible organizations to fundraise by holding a single gambling event or a series of events. These events include raffles, bingos, poker, social occasion casinos, and wheels of fortune. All permits are to be completed by the manager and/or coach with a copy of the event sent to the BFC communications, including team, date of raffle and who will oversee the license.





For all gambling events, it is imperative to state to the participants, “Know your limit; play within it.” Activities not requiring a license are silent auctions, pledge-seeking events such as juggle-a-thon runs, etc.

Gambling Event Licence Fundraising

Gambling event licences allow eligible organizations to fundraise by holding a single gambling event or a series of events. Gambling events include raffles, bingos, poker, social occasion casinos, and wheels of fortune. Find out about eligibility requirements and how to apply.

For more information on applying for gambling event licenses, please refer to [here](#).

Ticket Raffle Sales:

[INFORMATION HERE](#)

Type of Ticket Raffles:

Regular ticket raffles: This type of raffle is the most common kind. Prize winners are determined by drawing counterfoils or ticket stubs from a drawing container. Paper ticket stubs must be identical in size, weight, and shape.

Regular raffle tickets include reverse or elimination draws, in which the prizewinners are the last tickets to be drawn rather than the first.

Single-Day Raffles: Ticket sales and draws occur on the same day at a single location. A series of draws can be held on each draw date.

Event Pools such as sports pools: An event pool is where each ticket includes a pre-selected result of an upcoming event such as the World Cup. The winner is determined by having the ticket with the selection to the closest event result.

Before a license is issued, you must specify the period, or the series of sports events covered by the pool. Sports pools CANNOT be based on the outcome of a single sporting event. The predicted result must be clearly stated. Demonstrate that the result is not known during the sales period. Identify the source of information or judge the official result and describe the method of determining the winners and how fairness will be ensured, including the process to deal with ties, no ticket matching the result and other disputed results.

*See details to apply for this type of license [here](#).





50/50 Draws-this type of draw generates great success when riding alongside another event such as a Fundraising Evening, Gala, Restaurant Event, etc. Provincial permits are optional if the ticket costs \$2.00 or less per ticket. Once the price per ticket moves past the allowable \$2.00, a permit must be secured through the Gaming Policy and Enforcement Branch.

Concession stands.

Some locations will require a temporary vendor's permit. Please check with the appropriate municipality.

If food preparation is involved (e.g., BBQ meat), you must have a FOODSAFE-certified food handler. For more information, visit [here](#):

Auctions

When soliciting donations for auctions, teams can use the name of the Club and a description of the league. Teams cannot solicit alcohol or alcohol-related items (e.g., brewery tours or wine-tasting packages).

Services

Some fundraising events take place as the provision of services such as grocery bagging, car washes, lawn mowing, etc. Teams must appropriately conduct themselves and represent the club with integrity.

Current Burnaby FC Sponsor relationships

We ask our members to respect our decision not to approach our current sponsors or approach the community to secure any individual sponsors for shirts, trips, etc., without consent. We work closely with our sponsors. We are donor fatigue sensitive. If there is an unusual request, please call our communications manager.

