

## RAFFLE/FUNDRAISING POLICY

OVERVIEW: This policy is intended to give guidelines and requirements for fundraising activities in Polo Park East where money changes hands for a chance to win something as opposed to money changing hands for the purchase of an item that has value in and of itself.

1. All fundraising must have written Board approval.
2. A financial reporting form must be filed with the Board showing the collection and deposition of all funds.
3. The financial reporting must be signed and attested to by two (2) people.
4. Only Polo Park East residents and their guest may participate.
5. The percentage of funds to be kept by the approved entity must be clearly stated and approved by the Board.
6. All applicable Federal, State., County and PPERO requirements must be followed
7. All requests for approval shall be signed by a PPE resident who takes responsibility for the proper execution of the activity.
8. No fundraising shall be for personal gain.
9. Board approval is conditional. It is the responsibility of the entity or individual requesting the approval to assure that all laws, rules and guidelines are followed.
10. Sign must be placed at raffle location, stating where proceeds are going or for what purpose the proceeds are being used.

NOTE #1: The following list of considerations will be used by the Board to help in the approval process:

1. IS Polo Park East receiving any benefit from this requested activity?
2. Does the activity comply with Federal. State, and County requirements.
3. Does the activity comply with PPERO rules & regulations?
4. Is the amount returned a reasonable percentage?
5. Has the request been properly signed for responsibility?
6. Is this activity undertaken often enough to form a PPE committee
7. If this activity needs to be part of a committee, can it be added to an existing committee?

NOTE #2: Any change from current golf fundraising practices shall require approval from the PPERO Association Board.

Revised & Adopted 11-12-2014