

Thank you for supporting Out On Screen! Partners like you foster the authentic representation of LGBT2Q+ lives in media and in society while also nurturing our network of support. Your love for Out On Screen and our two core programs, Out in Schools and the Vancouver Queer Film Festival, makes a positive impact in communities across BC.

### **Out On Screen Third Party Fundraising Event Agreement**

This is an agreement between the Vancouver Out On Screen Film & Video Society (“**Out On Screen**”) and *enter name of event host company / organization.* ( **the“Event Host”**).

When completed and signed by both parties, this form constitutes Out On Screen’s authorization to conduct *name of fundraising event on click here to enter a date* as a fundraising event for Out On Screen.

The Event Host will perform all things necessary for the successful completion of the fundraising event, and will assume full obligation and responsibility for the payment of all expenses in connection with the event, without regard to the amount of funds collected for the event. Out On Screen will not underwrite any portion of the sponsor’s event or project, nor be responsible for any expenditure related to the event.

A written accounting of the fundraising event must be made available if requested by Out On Screen.

All donations received are to be delivered or mailed to Out On Screen within 30 days following the event.

The Event Host shall receive no commissions from Out On Screen for this event.

Out On Screen will determine how funds generated will be used, according to “area of greatest need.” Where the Event Host has indicated a preferred program on the Third Party Event Form, every effort will be made by Out On Screen to direct funds from this event to the indicated program.

The Event Host agrees to comply with all necessary local or government regulations. This includes, but is not limited to, registering with the appropriate agencies, purchasing insurance, and following any rules of disclosure currently required by the CRA, and required licenses or permits. The Event Host is fully responsible for obtaining such items.

Out On Screen will not associate with businesses or individuals known to conduct themselves in a manner incompatible with our mission. Should this issue arise, it will be resolved by the Out On Screen staff or Board of Directors. To that end, and so that Out On Screen can avoid duplicating fundraising efforts, the Event Host will communicate to Out On Screen the names of outside sponsors for this event as they are obtained.

A donation solicited on Out On Screen’s behalf, whether the donation is an item or cash, is fully tax-deductible only when it is made directly and entirely to Out On Screen. Out On Screen will determine what types of gifts can be considered tax-deductible prior to solicitation or promotion, as we are the only agents who can verify to the CRA that such a gift was made, and its nature.

Please have donors make cheques payable to “Out On Screen”. Donors’ full addresses must be collected so that Out On Screen may issue tax receipts for donations over \$20.00CAD.

The Event Host agrees to indemnify and hold Out On Screen harmless from any and all claims that may arise as a result of this event.

Use of the Out On Screen name or logo, or the names and/or logos of our programs, will only be authorized after completion of this agreement. The Event Host is authorized to use these names and logos in connection with the fundraising event named in this agreement.

Any advertisements, collateral or press releases need to be approved by Out On Screen prior to their release.

Out On Screen agrees to participate in the event as follows:

social media shares, volunteer information, staff appearances, etc.

Requests for volunteer support or staff appearances must be submitted 30 days prior to your event. Out On Screen cannot guarantee the presence of volunteers or staff for any third-party fundraising event regardless of when your request is submitted.

This agreement shall not be assignable by the Event Host.

This agreement shall terminate after the event has been completed, all funds have been delivered to Out On Screen, and all tax receipts have been issued.

Neither Out On Screen nor the Event Host may withdraw from this agreement except by mutual consent, or failing that, by written notice delivered to the other party not less than 30 days before the event is to occur. Such notice shall be delivered as follows:

As to Out On Screen: Out On Screen, #405 – 207 West Hastings St., Vancouver, BC V6B 1H7

As to the Event Host: address of Event Host

*I have read the above agreement and will abide by its terms.*

**Main Contact (name and title)** \_\_\_\_\_

**Signature and date** \_\_\_\_\_

*I have reviewed this event and approve this agreement for Out On Screen*

**For Out On Screen** \_\_\_\_\_

**Signature and date** \_\_\_\_\_

Out On Screen  
405-207 W Hastings St  
Vancouver, BC Canada V6B 1H7  
p 604.844.1615  
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