



NORTHERN MICHIGAN
FOUNDATION

Third Party Fundraiser Q&A

Frequently Asked Questions

Q: What is a Third Party Fundraiser?

A: A third party fundraiser is an event, promotion, sale, or donation drive by an individual or organization on behalf of McLaren Northern Michigan Foundation.

Q: Why should I have a Third Party Fundraiser for McLaren Northern Michigan Foundation?

A: McLaren Northern Michigan is a not-for-profit organization which depends on donations to expand services, purchase new technologies, aid patients financially in receiving their care, and support colleague education. The best part is 100% of donations stay locally to help patients in northern Michigan.

Q: I want to host a fundraiser, what should I do next?

A: Read the Third Party Fundraiser Guidelines and submit the Third Party Fundraiser Form. Have questions; contact Erinn Hill, Development Officer, at (231) 487-3507 or ehill1@northernhealth.org.

Q: When will I know if my fundraiser has been approved?

A: You will hear from the Foundation within five business days of receipt of your Third Party Fundraiser Form.

Q: Will McLaren Northern Michigan Foundation be able to help me organize my event?

A: We are happy to provide guidance for your event, but we do not have the staff to handle the organizing, implementing, promoting, and managing tasks associated with third party fundraisers.

Q: Can I use the McLaren Northern Michigan Foundation logo to help promote my event?

A: Yes. Once your event application is approved, you will receive the McLaren Northern Michigan Foundation logo and guidelines. Please note that, all fundraiser promotion using the logo or referencing involvement by McLaren Northern Michigan must be approved by McLaren Northern Michigan Foundation.

Q: Will a McLaren Northern Michigan or McLaren Northern Michigan Foundation representative attend the event?

A: We do our best to attend events supporting McLaren Northern Michigan Foundation, but cannot guarantee attendance. If you would like official representation at your event, please notify us at least 30 days in advance.

Q: Who do I make checks payable to after the fundraiser?

A: Please make checks payable to McLaren Northern Michigan Foundation and mail within 30 days to:
McLaren Northern Michigan Foundation
360 Connable Avenue
Petoskey, MI 49770

Q: Can I designate the area I would like the funds to support?

A: Yes. You may choose from a number of existing funds that support the area of greatest need, or specific programs, areas of the hospital, or affiliate organizations. Please talk to one of our staff in advance.

Q: Can I have a raffle or drawing at my event to raise additional funds?

A: The State of Michigan has specific laws about raffles, and in many cases, raffles are illegal without a license or permit. McLaren Northern Michigan Foundation will not apply for raffle licenses on behalf of third party fundraisers. Please contact the Charitable Gaming Division of the State of Michigan to find out more information about the rules of hosting a raffle. Their website is <http://www.michigan.gov/cg> and phone number is (517) 335-5780.

Q: Will donations to my third party fundraiser be tax deductible?

A: Only donations made directly and entirely to McLaren Northern Michigan Foundation are tax deductible.

Q: Will each of my donors get a receipt or an acknowledgement letter from the McLaren Northern Michigan Foundation?

A: McLaren Northern Michigan Foundation cannot issue charitable tax receipts for donors or sponsors who make payments directly to your third party event. If your donor wants a receipt, please be sure the check is made payable to the McLaren Northern Michigan Foundation and leave the check in its original form before sending it to the Foundation.

Q: Can McLaren Northern Michigan Foundation assist in covering costs associated with my event?

A: No. Third party fundraisers are responsible for covering all expenses and will not be reimbursed by McLaren Northern Michigan Foundation.

Q: Can I use the McLaren Northern Michigan Foundation tax-exempt status when purchasing materials?

A: No, the tax-exempt status may be used only for direct purchases made by McLaren Northern Michigan Foundation.

Have additional questions? Contact Erinn Hill, Development Officer at (231) 487-3507 or ehill1@northernhealth.org.