

Guidelines for External Fundraising Events and Promotions For MultiCare Foundations

- All new Community Fundraising Events must submit a commitment form to MultiCare Foundations for approval. A separate form must be submitted for each new event.
- Community fundraising projects must have promotional materials reviewed and approved by MultiCare Foundations in advance and state that your event is benefiting one or more MultiCare Foundations. We can design and print materials if they are requested at least three weeks prior to the event.
- MultiCare Foundations is unable to advance money, solicit sponsorship revenue or sell tickets on behalf of your group.
- All MultiCare employees will be encouraged to visit our main [community events](#) webpage to learn about opportunities in their communities.
- While MultiCare Foundations can assist with volunteer recruitment, we are not solely responsible for recruiting volunteers to support your event.
- All necessary permits and certificates of insurance required by city ordinance or otherwise are the responsibility of your group.
- All raffles must be licensed in accordance with state law. MultiCare Foundations cannot share their raffle license with an external entity.
- Due to our trusted relationships with patients and donors alike, MultiCare Foundations is unable to release donor, volunteer, employee, physician or other mailing lists or information for the purpose of soliciting funds or participating in your event or project, however we will provide a link on our community events page to all events we are privileged to partner with.
- While we always want to be represented in person, our staff and/or clinical team member appearances cannot be guaranteed at third-party events. Advance notice and coordination are necessary, and we will do our best to support.
- If circumstances warrant, MultiCare Foundations may opt out as a beneficiary of the event/promotion at any time with no obligation.
- Please send the proceeds generated by your event to MultiCare Foundations within 30 days of your completed fundraising event/promotion or by December 6, 2024.

Please make checks payable to the beneficiary foundation (Good Samaritan Foundation, Mary Bridge Children's Foundation, MultiCare Behavioral Health Foundation, MultiCare Capital Foundation, MultiCare Health Foundation, MultiCare Inland Northwest Foundation or South King Health Foundation).

All proceeds should be mailed to: PO Box 5296, LOC: 1313-FND, Tacoma, WA 98415. If you have any questions about the above guidelines, please contact:

Laura Shaw, Community Development Coordinator
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