



VBSPCA Fundraising Policy

- ❖ The VBSPCA must approve all promotional materials prior to release or distribution.
- ❖ All promotional materials must clearly state the percentage of proceeds that will benefit the VBSPCA, if applicable.
- ❖ The VBSPCA is not financially liable for the promotion and/or staging of third party fundraisers.
- ❖ The VBSPCA is not responsible for the implementation, promotion, or success of the fundraiser.
- ❖ Third party fundraisers are independently conducted, which means as the organizer you are responsible for all details of the event. This includes all promotional materials, underwriting all of the related costs, and all fundraiser coordination, marketing/promotion, and sales.
- ❖ The VBSPCA will share your Facebook event, but we will not co-host the event on Facebook.
- ❖ As long as the proposal has been submitted 30 days in advance of the event, the VBSPCA will include your event in our monthly third party website article and Facebook post, featuring VBSPCA fundraisers out in the community.
- ❖ Fundraising can be either monetary or in kind. If you would like to collect material donations, please visit our website to view a list of supplies used on a regular basis.
- ❖ The VBSPCA is not able to provide pick-up services for in-kind donation drives. Please drop off any donations at 3040 Holland Road. If you would like to schedule a drop off time, please contact jessica.traynor@vbspca.com.
- ❖ Please make checks payable to the Virginia Beach SPCA. The mailing address is:

Virginia Beach SPCA
ATTN: Development
3040 Holland Road
Virginia Beach, VA 23453

If you request to have adoptable animals at your fundraiser to increase adoption awareness, please be aware of the following:

- ❖ Only adoptable dogs are available to have on-site. Cats and other small animals are rarely available and cannot be guaranteed at any time.
- ❖ The animals are available to socialize with only, and we cannot facilitate on-site adoptions. All adoptions are completed and approved at the shelter.
- ❖ Animals can only be on-site for a maximum of 3 hours. An animal may be removed from the event at any time at our discretion.
- ❖ Animals are not available after 5pm on Monday-Thursday, or after 3pm on Friday, Saturday, and Sunday. This provides enough time for our animals to get back to the shelter before closing.
- ❖ **Please understand that our animals' wellbeing and safety are our main priority. Unforeseen circumstances prevent us from making any guarantees relating to their availability. We cannot guarantee at any time that animals will be available for your fundraiser. If animals are available, we cannot guarantee the number of animals that will be able to attend.**