



# YOUR GUIDE TO FUNDRAISING FOR THE **GREENLEA RESCUE HELICOPTER**

 [RESCUE.ORG.NZ/GRH](https://rescue.org.nz/grh)

 0800 11 10 10

 [GREENLEA RESCUE HELICOPTER](https://www.linkedin.com/company/greenlea-rescue-helicopter)

  [@RESCUEHELICOPTERSNZ](https://www.instagram.com/rescuehelicoptersnz)



Thank you for choosing to fundraise for the **Greenlea Rescue Helicopter.**

We can only continue to save lives with the support of incredible fundraisers like you!

When the Greenlea Rescue Helicopter is tasked to a mission it's because your rescue helicopter is the fastest, the best, and in many cases, the only option for patients.

Your fundraising will help us provide vital air rescue and medical services to the people of the Central Plateau and Lakes regions, 24 hours a day, 7 days a week, 365 days a year.

# EASY AS 1, 2, 3



## 1. GET IN TOUCH

Email us at [fundraise@rescue.org.nz](mailto:fundraise@rescue.org.nz) and fill out the **Intention to Fundraise** form at the end of this pack and send it back to us.

## 2. GET PERMISSION

We will contact you to discuss how we can help with your fundraising.

We will also send you an Authority to Fundraise form.

## 3. GET STARTED

[Create a fundraising page](#) on our website!

Get involved > Fundraise for us

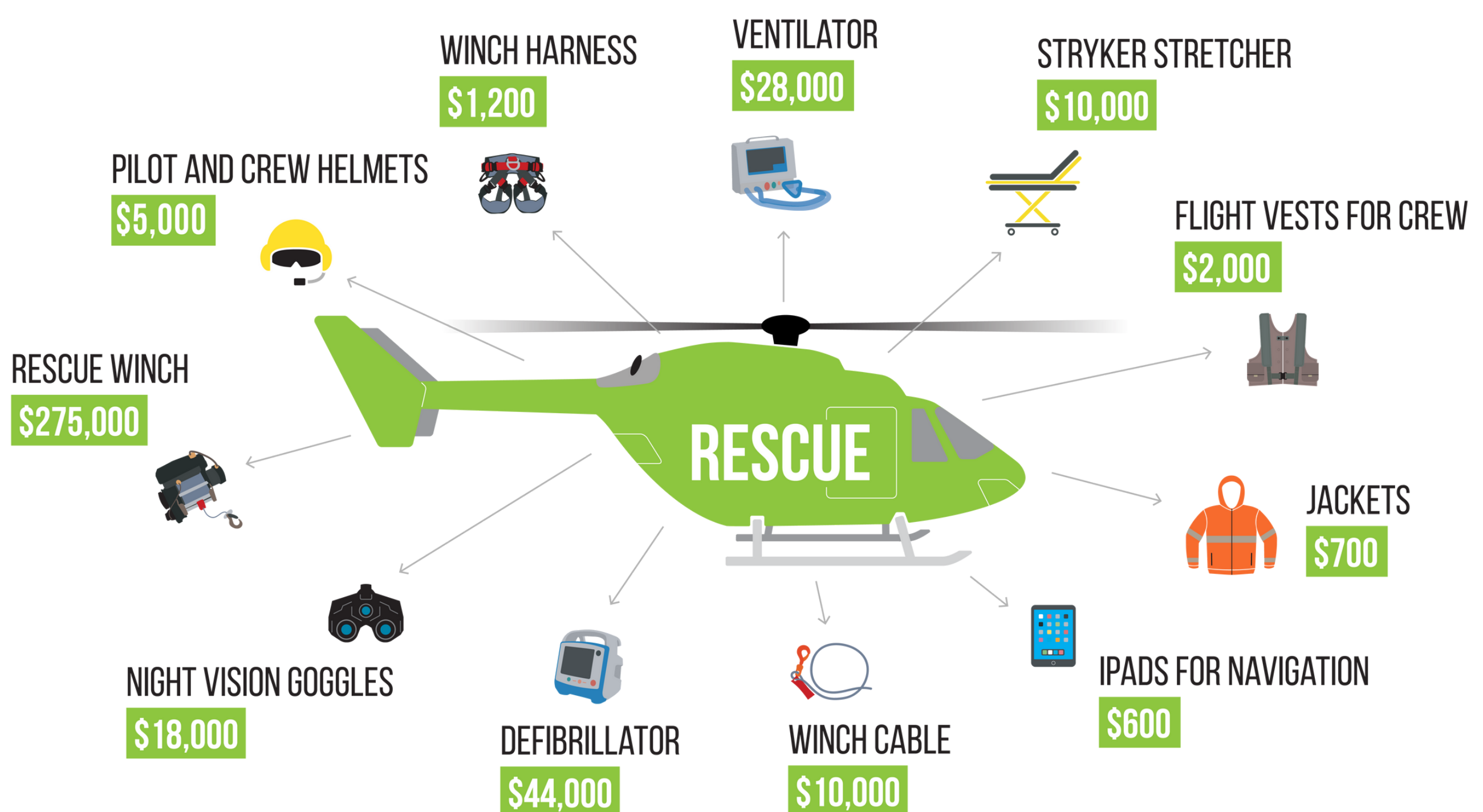
Keep this **Fundraising Guide** handy as it contains tips and answers to your questions.

# YOUR FUNDRAISING SAVES LIVES



Your rescue helicopter brings life-saving equipment and Critical Care Flight Paramedics directly to the patient so treatment can begin as soon as possible. But that equipment comes with big price tags. Your fundraising will help fund this life-saving equipment.

## THESE ARE JUST A FEW OF THE ITEMS YOU WOULD FIND IN YOUR RESCUE HELICOPTER



# FREQUENTLY ASKED QUESTIONS



## DO I NEED PERMISSION TO FUNDRAISE?

You sure do! Fill out the Intention to Fundraise form and email us at [fundraise@rescue.org.nz](mailto:fundraise@rescue.org.nz) and we will get the process started.

## I NEED PUBLIC LIABILITY INSURANCE AND COUNCIL PERMITS FOR MY EVENT; WILL YOU COVER THIS FOR ME?

Our Public Liability Insurance does not extend to third-party fundraising events, so any permits or insurance you need and associated expenses are your responsibility.

## CAN I USE MY RESCUE HELICOPTER'S LOGO AND BRANDING TO PROMOTE MY EVENT?

You can - we have a specific 'Community Supporter' logo for your fundraising event! Please email [fundraise@rescue.org.nz](mailto:fundraise@rescue.org.nz) and let us know how you're hoping to promote your event so we can have a chat about what you might need. Any collateral that has your rescue helicopter's logo on it will need to be approved by our team so please make sure you send this to us for approval before starting to promote your event.

## CREATE A FUNDRAISING PAGE ONLINE

Create a Fundraising page on our website and share it with your friends, family and colleagues. They will be able to donate online easily and you can keep an eye on the donations coming in!

## WHAT SUPPORT CAN YOU PROVIDE?

We are here to help you with fundraising ideas and guidance, and we may also be able to send you collateral relevant to your event! Email us at [fundraise@rescue.org.nz](mailto:fundraise@rescue.org.nz) or call us on **0800 11 10 10** and we can chat through the options.

# FREQUENTLY ASKED QUESTIONS



## CAN YOU PROVIDE AUCTION OR RAFFLE ITEMS FOR MY EVENT?

Due to the number of fundraisers we work with, unfortunately we are unable to provide raffle and auction items. We can help by providing guidance on how to approach businesses for these.

## HOW DO I DEPOSIT FUNDS I HAVE RAISED?

You can deposit funds raised into the following account: **03-1555-0008019-00** and add your reference number. If you do not have one, please contact us and we will set you up with one.

## CAN I GET A TAX RECEIPT FOR FUNDRAISING?

Funds raised through the community cannot be receipted for tax purposes but will receive a Thank You acknowledgment letter. We can provide individuals with a tax receipt.

## HOW DO I THANK PEOPLE THAT HAVE DONATED TO MY ACTIVITY?

A good way to do this will be to post a thank you message on your social media and tag them in it. This will make them feel special and it might also encourage others to donate too.

## CAN A CREW MEMBER COME ALONG TO MY EVENT?

We would love to come along to every event however when our crew are on duty they are required to be at the base, and when they're off duty they're spending time with their families. Get in touch with us though and we can chat about how we can support you.

# FUNDRAISING IDEAS

Here is the fun part! There are many ways for your school to fundraise for your rescue helicopter – here are a few ideas to kickstart your thinking...



## FOR SCHOOLS



## FOR THE COMMUNITY



## FOR CORPORATES



## FOR INDIVIDUALS



# FUNDRAISING TIPS



## **SAFETY**

Your safety is our number one concern, please do not put yourself at risk when fundraising or collecting cash donations. Please ensure that you have considered any risks or hazards around your activity and have taken the required safety measures.

## **PLAN & SHOUT OUT ABOUT YOUR FUNDRAISER**

Plan your fundraiser and raise awareness by sharing your page with your friends, family and social media on your local community notice boards and groups. We know that people often need a few reminders before they remember to do something, so don't be shy about following up to ask for support. They will appreciate the reminder! Share photos of what you want to do and keep your supporters updated.

## **FUNDRAISING GOAL**

Set your fundraising goal and have a look at our fundraising ideas to think about what you can do. Whether it be approaching a company to sponsor some items to raffle or a local business to match the funds that you raised, the possibilities are endless.

## **MAKE IT A TEAM EFFORT**

Fundraising is always easier and much more fun when you share the workload, so ask your friends, colleagues or family to get involved and help you out.

## **HAVE FUN!**

Remember to have fun while you are doing your fundraising. While donations are great, it's also about awareness of the critical work the crew do in the community and the lives they have saved, especially for those directly impacted.



# INTENTION TO FUNDRAISE



Thank you for choosing to fundraise for your rescue helicopter! Fundraising for us is as easy as 1, 2, 3.

1. Tell us about your fundraising plans by filling in the form below.
2. Read through our Fundraising T&C's on the following page to make sure you understand what is involved in raising money for us.
3. Sign the form to say you have provided all the information we need, and that you agree to our Fundraising Guidelines. Send this back to us by email - [fundraise@rescue.org.nz](mailto:fundraise@rescue.org.nz) or post it to:

ATT: Fundraising Team  
Philips Search & Rescue Trust  
PO Box 9308, Hamilton, 3240

**Once we have your form, we will be in touch with your Authority to Fundraise letter.**

Name: \_\_\_\_\_

Organisation: \_\_\_\_\_

Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

Mobile Phone: \_\_\_\_\_ Daytime Phone: \_\_\_\_\_

Have you fundraised for us before? YES / NO

Donor reference/Supporter number : \_\_\_\_\_

Tell us about your fundraising activity:

\_\_\_\_\_  
\_\_\_\_\_

Location: \_\_\_\_\_ Date: \_\_\_\_\_

Estimated fundraising goal: \_\_\_\_\_

Will the funds be spilt with any other organisations? If so, which organisations?

\_\_\_\_\_

# FUNDRAISING T&C'S



Our fundraisers are important to us, and so is our brand and reputation. To protect both you and us, we ask that you read through and agree to the following fundraising guidelines:

- You/your organisation, as the authorised fundraiser/s are solely responsible for any activities associated with your fundraising.
- Philips Search and Rescue Trust (PSRT) reserves the right to refuse, or cancel approval of, any fundraising activity that does not align with our brand and values.
- All collateral and material displaying a rescue helicopter logo must be sent to **fundraise@rescue.org.nz** for approval, before distribution.
- Any promotional material must clearly state that your activities are “raising funds for the (include relevant rescue helicopter)” or that you are “proudly supporting the (include relevant rescue helicopter)”. You/your organisation must not be referred to as a sponsor of the rescue helicopter or PSRT. Your event must not be referred to as a PSRT event or include any of our sponsors names in your event name.
- You/your organisation, as the authorised fundraiser/s are responsible for payment of all expenses/invoices pertaining to your fundraising. PSRT is not responsible for any expenses incurred by you/your organisation in undertaking your fundraising activities.
- Please note that our crew are operational and unable to come speak at events without compromising response times to future missions or fatigue management when off duty, therefore only events with donations \$10K+ will be considered for crew attendance. All other events will be considered by the Community Fundraising Coordinator, with an online or in person presentation that contains exclusive information and videos about our awesome crew and the great work they do in the community.
- You/your organisation, as the authorised fundraiser/s, are responsible for gaining any licenses or permits needed for your fundraising activity. PSRT will not provide Public Liability Insurance for third party fundraising activities. This is the sole responsibility of the authorised fundraiser/s.
- Funds raised must be transferred to PSRT within 14 days of the activities being completed.  
Account Name: Philips Search & Rescue Trust  
Account Number: 03-1555-0008019-00  
Reference number: (Supporter Number/Contact ID)
- You/your organisation, as the authorised fundraiser/s cannot issue receipts on behalf of PSRT. The easiest way for you to promote your fundraiser is by setting up a page through our website. It's very similar to fundraising through Givealittle, but this way we keep all of the donations that come through! You can also advertise and thank people directly through the page.
- If you have received support materials from PSRT for your event, you agree to return these, in their original condition, within one week of the event.

I declare that all information provided to Philips Search and Rescue Trust is, to the best of my knowledge, true and accurate. I have read PSRT's Fundraising Guidelines and agree to abide by all conditions contained within these. I agree to indemnify PSRT against any claims arising from my fundraising activities. I understand that PSRT has the right to withdraw my Authority to Fundraise if I am in breach of any of their fundraising guidelines.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_