



# Sponsorship & Donation Guidelines

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- Our primary focus is to support organizations that are within 10 km of an Otter Co-op location
- Priority is given to organizations that support Otter Co-op
- Co-op donations are intended for organizations, not individuals
- Co-op is unable to subsidize partisan organizations. Co-op can support religious organizations provided the funds are utilized for a local community initiative.
- Co-op prefers to support youth sports leagues as opposed to individual teams
- Recipient organizations are eligible a maximum of twice per year
- As donation funds are limited, past support of an organization or event does not guarantee future support
- Requests must be submitted at least 4 weeks from date of donation needed to be considered
- Co-op may also provide financial support for:
  - Community events open to the public or a significant portion of the public (eg. Activities related to statutory holidays)
  - Cultural activities and events open to the public generally or a significant portion of the public (eg. Music festivals, artistic displays)
  - Community activities and events that will raise funds for the general benefit of the residents in each Otter location (eg. Charitable foundation events benefiting the community)
  - Activities and events that will raise funds for the benefit of an individual or family resident near an Otter location who is suffering from a personal crisis (eg. Loss resulting from a fire or illness)
  - Local activities associated with national fundraising efforts, provided such activities would have demonstrated direct or indirect benefits to the residents of Otter locations
- Please remember that we receive many donation and sponsorship requests. Unfortunately, it is impossible to fill every request due to limited financial resources and the many communities that we serve. Our decisions are based on the recipient's support with Otter Co-op and the number of people who will benefit
- Groups that have either cancelled late, no-showed, failed to recognize Otter Co-op as agreed or had performance issues when in-store may not be considered for future dates
- Applications from non-Co-op members will not be considered
- Incomplete applications will not be considered
- Please note that we will only accept applications for donations and sponsorships that are filled out using the Otter Co-op Sponsorship and Donation Application form. You may attach your written letter and sponsorship package if available
- Otter Co-op will provide additional consideration to causes that allow us to promote Otters contribution to the success of your cause