

Disclosure Statement

The *Statement of Guiding Principles for Fundraising* sets out the following on page 15 in relation to **Disclosure**:

“Donors have the right to be informed of the status and authority of those soliciting donations; for example, donors will be informed if fundraisers are employees of the organisation or third party agents”.

The following steps may be useful in setting out a charity’s procedures and responsibility in relation to meeting this standard.

Disclosure

(Named organisation) is open about whether those seeking donations on their behalf are volunteers, employees of the organisation or are third party agents.

Anyone fundraising on behalf of (named organisation) must ensure that prospective donors are aware of their status, i.e. volunteers, employees or third party agents.

Note:

If or when a member of the public enquires about the employment standing of a fundraiser they must receive an honest and open answer. The standing in this case relates to whether or not a fundraiser is a volunteer, a paid employee of the charitable organisation or a third party agent working on behalf of the charity.

A form of words might be:

Volunteer: “I volunteer for X charity”

Employee: “I work for X charity”

Third Party Agent: “I work for ABC company and we have been engaged by X charity to raise funds for them”

