



A three-step guide for community fundraisers

Step 1 - What would you like to do?

Decide what type of fundraising activity you would like to organise. For example, some successful previous *Capril* events have included:

- Gold coin BBQ
- Workplace morning tea
- Wear a cape day
- Movie night
- Quiz or Trivia evenings.

The following types of activities are **not** permitted:

- High-risk activities which may include some vehicular, water-based and air activities
- Selling clothes, bric-a-brac, machinery, alcohol, or chocolates to raise funds for *beyondblue*
- Door-to-door fundraising
- Percentage of proceeds (e.g. 10c from every product sold goes to *beyondblue*)
- Tin rattling and raffles
- Alignment with any pharmaceutical, gambling, alcohol or tobacco organisations.

All *Capril* events should be held in an appropriate environment with support in place to look after the safety of you and the public.

Step 2 - Is your activity legal? Do you have to comply with any laws?

Your activity **must** be legal and comply with any laws. Understanding your responsibilities, including fundraising laws in your state or territory is important. Additionally you may need to check with local authorities to make sure you comply with local regulations.

Step 3 – Your activity is over ... what now?

Thank you for participating in *Capril* and supporting *beyondblue*!

Please deposit the funds raised within 28 days of completion of your fundraising activity. You can transfer the funds to *beyondblue* in the following ways:

a) By sending a cheque or money order payable to:

beyondblue Depression Research Ancillary Fund Trust (ABN 41 688 712 705)
PO Box 6100, HAWTHORN WEST, VIC, 3122

b) Via bank transfer using the details below:

Bank: National Australia Bank
Account: *beyondblue* Research Ancillary Fund Trust
BSB: 083-026
Account: 52-987-9262
Description: 202153

If you'd like a receipt for a donation over \$2.00 please forward your remittance advice with your name and postal address to donations@beyondblue.org.au

Resources

beyondblue merchandise and information materials are freely available to the general public and can be ordered at www.beyondblue.org.au/resources