



in support of **ROTARY YOUTH PROJECTS**

## TEAM/ORGANIZATION/CLASS INFORMATION

The **Bell Celebrity Skate in support of Rotary Youth Projects** can be a terrific fundraiser for your group! The Rotary Club of Sault Ste. Marie and Bell organize the activities for the evening and all your group has to do is

1. raise pledges, and
2. come and have fun!

To qualify as a team/group, you must have a minimum of five members participate by raising the minimum of \$50 per person. After the event, as long as you qualify as a team, Rotary will send you a cheque for 50% of the total your group raised. It's that simple! Please note that if coaches, parents or chaperones plan on skating, and we do encourage this, they must also raise the \$50 minimum. Admission to the building is free for non-skaters. The only exception to this rule is where children are under 7 years old as they must be accompanied by an adult.

Groups are encouraged to wear their uniforms/group shirts and to use the evening as a fun, team-building opportunity.

We also **encourage the use of helmets and/or other protective gear for skaters**. The ice does get crowded and we would appreciate the adults in your group helping to supervise your members on and off ice. Our Skate Volunteer Security Patrol is made up of members of the Rotary Club of Sault Ste. Marie, and Bell. Participants who do not behave appropriately will be asked to leave the ice.

***Sault Ste. Marie Pee Wee Hockey Teams: Please note that the league does NOT consider this a fundraiser so that you can still do other events in addition to the skate to raise money.***

### To participate as a group:

1. Distribute the enclosed forms to your members. **Have your members fill in the upper portion (both sides) of the form or fill in this section yourself for your group.** It's really important that the name used as the team name and name used as coach (or manager) are the same used by all team members. This information must be filled out correctly to ensure that the money is properly allocated to your group. We recommend that the manager fill in the team section him/herself by hand or by using a pre-printed label.
2. The minimum amount a member must raise is \$50. There is no upward limit and to encourage your members to raise more than the minimum, we offer incentive prizes for top fund raisers. The prizes are outlined on the form. A participant can qualify for both the team prize as well as an individual prize. Please note that the top team prize will NOT be announced that evening.

3. **Definition of a team to qualify for team prizes: no more than 24 members including 2 coaches/leaders.** In other words, if a group has more than 24 participants, i.e. a school, they must split into multiple teams.

#### 4. **Registration**

A. A group can **PRE-REGISTER** if you desire. **We strongly suggest that you do as this alleviates congestion on the evening of the event.**

- Collect as many forms and the funds-raised as possible from your team members. Ensure that all the forms are correctly filled out and specifically have your group's name properly noted. Please make sure the coach's name is included on all the forms. A manager's name/phone number can be used instead of a coach if preferred.
- Ensure that the amount of money on each form corresponds with the amount of money brought in. If for some reason there is a pledge outstanding, please highlight that amount in yellow. If this money cannot be collected prior to the event, Rotary will attempt to collect it after. The team amount and the individual's total will not include any outstanding pledges for prize purposes. **Attached is a blank summary form that we encourage you to use for registration. Please use it as it makes registration very fast and efficient! If you would like to download the form:** <https://rotarysault.com/community-projects/bell-celebrity-skate/>
- Call the Rotary Club office, 705-945-1279, to book an appointment to bring in the forms and money. Pre-registration begins on November 7<sup>th</sup>.
- Once the Rotary office has received the forms and money, you will receive **bracelets** for all pre-registrants. You must distribute these prior to participants being able to get onto the ice. We recommend that you give them out at the GFL Memorial Gardens prior to the start of the event so that your members will not lose them.
- Any forms and money collected after pre-registration will still be allocated to your group as long as the forms are properly completed. Those forms and money can be turned in on the evening of the skate at the registration tables set up in the lower level in the GFL Memorial Gardens or at the Rotary office.

**B.** If you choose not to pre-register, a representative from your group must go on the evening of the skate to the registration tables located on the lower level of the GFL Memorial Gardens. Please follow all of the points above concerning the collection of money and completion of forms as this will make the registration process go smoothly. Your group will not be allowed on the ice until registration is complete and you have been given the bracelets.

Participants will not be able to get on the ice without their bracelets and the only way to receive a bracelet is to register.

#### **Other Information:**

Fundraising ideas: Teams have been successful soliciting funds at malls and busy box stores.

**For more information, contact Nilah Moss at the Rotary Club of Sault Ste. Marie at 945-1279. The Rotary office is located at 364 Queen St. East.**