



Holiday for Hope Guidelines



Thank you for your commitment to making this year's Holiday for Hope event a global celebration and passionate message of hope for homeless and underprivileged children!

This year's 22nd Annual Holiday for Hope will be held in communities around the globe during the month of December, 2011. Events can be as simple as a visit to a shelter or as grand as our traditional celebration held each year in Illinois.

Your participation will change lives by giving the gift of hope... one kid at a time. The global impact of your efforts will help change the world. We have created guidelines for the most constructive change possible. Please review and indicate your agreement to the following:

General:

1. Your group is responsible for designating one member to for communicating with Dreams for Kids.
2. By November 15, 2011, Dreams for Kids requires notification in writing of your event location, description and date.
3. Dreams for Kids letterhead or logo cannot be used in any form without specific written permission from Dreams for Kids.
4. Holiday for Hope supports the vision and mission of Dreams for Kids. However, your group is responsible for planning, design, cost, and hosting of your event. Your event supports the global Holiday for Hope intent; however your actual event is not *sponsored or endorsed by Dreams for Kids*.

2 Financial:

1. No bank account may be opened under the name Dreams for Kids.
2. Any funds donated to Dreams for Kids should be sent by check directly to Dreams for Kids. All funds received will be used to support your event. If your US donors require charitable tax receipts for donations \$25 and over, you must include the following donor information when sending in your check(s): Full name, amount donated, e-mail address, full mailing address and phone number.
Note: We cannot issue tax receipts until we receive the donated funds.



3. To acquire tax receipts for US In-Kind donations of products or services, have a representative of the company list the donation and its value on company letterhead and sign it. Then follow the same tax receipt process described above.

Media:

1. Please send all press releases to Dreams for Kids and notify Dreams for Kids of any media coverage you receive for your Holiday for Hope event. All press will be posted on Dreams for Kids social media site, with credit and link to your organization and/or group.

Video/Photos/Testimonials

1. In order to sustain the global movement of Holiday for Hope, it is required that you forward photos and video of your event, which you give express permission to share on Dreams for Kids global social networking website and across all social networking sites worldwide. Your event and participation and organization/group will be promoted with appropriate links and you give express permission for such promotion and social media sharing.

2. There is no greater impact than the words and stories of the kids we serve on Holiday for Hope. You agree to share with Dreams for Kids the stories with the most enduring impact so that we may share this with the world as evidence of the power of giving hope.

Follow-Up

1. Dreams for Kids requires documentation of all events held within 3 weeks after your Holiday for Hope event.

If you have any questions about any of these Guidelines, or to request approval for the activities mentioned above, please contact Dreams for Kids by e-mail at HFH@dreamsforkids.org, by phone at 1-866-729-5454 or by fax at 312-729-5401. Use your free Skype account!

I have read and agree to all of Dreams for Kids Guidelines

Name/Title Signature Date
Holiday for Hope Location _____ **Organization/Group** _____