



The Alliance of Arizona Nonprofits welcomes you to AZGives.org which is an online service we offer to the philanthropic community in accordance with the following Terms of Service & Liability document. You need only accept these Terms of Service & Liability the first year of participation, but you are responsible for understanding any updates as they're released. (As used in these Terms of Service & Liability document, all references to "you" and "your" mean both your organization and its authorized representative(s), as applicable.)

In order to participate with Arizona Gives, organizations must agree to the following information set forth by the Alliance of Arizona Nonprofits "Alliance":

### Eligibility

1. You (participating organizations) must meet and agree to the established eligibility guidelines:
  - a) You must be a 501(c)(3) public charity, recognized by the IRS as a qualified recipient of tax-deductible gifts, OR must have a fiscal sponsor who meets these requirements.
  - b) Service Area Qualification:
    - You provide services in Arizona, but your primary operating address is outside of Arizona.
    - Your primary service area is national or international, but your primary operating address is located in Arizona.
    - You provide services in Arizona and your primary operating address is in Arizona.
  - c) The Alliance has final discretion in approving organizations for participation.
2. Fiscal Sponsorships:
  - a) An eligible organization has a history of acting as a fiscal sponsor/agent for another program. This organization can have more than one profile with the same federal tax ID number.
  - b) An organization cannot participate if it is a new project that would like to raise money for the first time, but does not have an existing fiscal sponsor/agent relationship. Arizona Gives does not assist with arranging fiscal sponsor/agent relationships in order to receive funding through Arizona Gives.

### Your Organization's Information

1. You certify that, to the best of your knowledge, all of the information entered into your AZGives.org profile is accurate and correct.
2. You agree to notify Arizona Gives, as soon as possible, should your organization cease, substantially reduce its operations, change its Public Charity Status, become fiscally sponsored, or should the Internal Revenue Service propose to revoke its Section 501(c)(3) status.
3. You agree that the Alliance may remove your profile from AZGives.org in its sole discretion at any time.
4. You understand that you are solely responsible for your organization's profile page and any associated fundraising pages and that the Alliance has no responsibility for the content of such pages.
5. You agree that the Alliance and Arizona Gives may identify you by name and online donation results in various promotional materials in its sole discretion.
6. You understand that the Alliance and Arizona Gives have the right to use for its own purposes all data entered into AZGives.org for purposes that include, but may not be limited to, analyzing trends, understanding results, and assessing patterns.
7. You are responsible for updating your bank account and routing number on file within your profile page should changes occur.
8. You understand that Arizona Gives will not share or sell donor information to any other organization or third party, but does reserve the right to communicate with donors for the purpose of user surveys, newsletters, and general education about philanthropy.
9. You agree to maintain the accuracy of your information, to participate in user surveys, to provide information on matching gifts received in relation to Arizona Gives Day, and to use AZGives.org in the spirit in which it was created: including being responsible for reviewing and complying with materials sent to you including, but not necessarily limited to, the electronic newsletter and disbursement emails.



### **Use of Arizona Gives Platform**

1. You agree that no donations you receive through AZGives.org will be used for the following purposes and that you will not solicit donations through AZGives.org for such purposes:
  - a) To support a political campaign
  - b) To purchase raffle tickets
  - c) To pay for a membership, dinner, event tickets, auction items or any other activity that provides a benefit to the donor
  - d) To pay for personal expenses, including tuition, incurred by a director, officer, or employee of your organization or any of their relatives
2. You acknowledge that AZGives.org can only be used to accept charitable contributions that are deductible in their entirety for tax purposes and that it cannot be used to process retail sales or payments for "quid pro quo" items.
3. You acknowledge that you will have the ability to access all donor contact information once a donation has been processed, unless the donor has requested to remain fully anonymous in those instances.
4. You acknowledge that you are solely responsible for cultivating each donor and that the Alliance and Arizona Gives will not do so on your behalf. Arizona Gives will provide training and materials, but will not recruit donors on behalf of your organization.
5. The Alliance and Arizona Gives will operate AZGives.org and all associated activities in full compliance with all applicable laws, rules and regulations, and it will not violate or infringe the rights of others. You agree that the Alliance has the right to delete your profile from AZGives.org, without notice to you except to the extent required by law, any material that is offensive or that is claimed to violate or infringe upon the intellectual property rights of others.
6. You agree that the Alliance provides AZGives.org on an "as is" and "as available" basis and makes no representations or warranties of any kind, express or implied, as to the operation of AZGives.org or the information, content or materials included on that website. To the fullest extent permissible by applicable law, the Alliance disclaims all warranties, express or implied, including but not limited to implied warranties or merchantability and fitness for any particular purpose. The Alliance will not be liable for any damages of any kind arising from the use of or inability to use AZGives.org.
7. You understand that the Alliance continually seeks ways to support organizations that participate in AZGives.org, and that the Alliance may discontinue such support at any time.

### **Marketing/Promotion**

1. You agree to publicize your relationship with Arizona Gives in all appropriate media, including your annual report, website, newsletters, press releases and email communications, and to use the Arizona Gives and Arizona Gives Day logos and trademarks when doing so. The Alliance grants you a revocable, royalty-free, and non-exclusive license to use its logos and trademarks solely for such purpose.
2. You agree, if you engage in social media such as Facebook and Twitter, to use such social media in reasonable and appropriate ways to support Arizona Gives and to promote AZGives.org.
3. You should promote the event to your donors through methods of your choosing and may take advantage of the Arizona Gives Day promotional and marketing materials that are made available on AZGives.org. Any paid promotional methods utilized by you are solely at your organization's discretion and expense.
4. The Alliance will promote Arizona Gives through its media partners and various websites, and will provide you with social media marketing kits and training. You will receive a customized organization donation page with a personalized link. You are responsible for providing organizational information, logo and images for use on your personal donation page.

### **Tax Credits/Financial Processing**

1. You agree that Arizona Gives may treat, for accounting purposes, gifts made through AZGives.org in the name of your organization as gifts to the 'Alliance of Arizona Nonprofits' on your behalf, and that such gifts will be processed as having been made to the Alliance's merchant banking relationships.
  - a) For qualified Arizona State Tax Credit organizations choosing to accept appropriate gifts via AZGives.org, the Alliance of Arizona Nonprofits will serve as a pass-through organization. Furthermore, qualifying Arizona State

# ARIZONA GIVES ★ DAY

- Tax Credit organizations will be responsible for issuing the tax receipt and will also determine the extent to which a contribution is eligible for an Arizona Tax Credit.
2. The Alliance will be using CiviCore as its technology partner for the Arizona Gives program. CiviCore is a recognized technology leader for incentive-based fundraising programs. Credit card transactions are secure, backed by a PCI Level 1 secure service provider certification.
  3. *(Updated 3/28/17)* You acknowledge that Arizona Gives will subtract a fee from each donation for credit card or electronic check processing, technology/security and program fees.
    - a) For donations processed via credit card, the fees subtracted will be 6.9 percent (2.1 percent for credit card processing and 4.8 percent for technology/security and program fees, plus 30 cents per donation.)
    - b) For donations processed via electronic check, the fees subtracted will be 4.8 percent for technology/security and program fees, plus 30 cents per donation.
  4. You acknowledge that Arizona Gives will make one disbursement to you each processing period (monthly) of the total amount of the gifts made through AZGives.org on your behalf minus the credit card processing, technology/security and program fees.
    - a) For purposes of this agreement, the processing period is one calendar month, beginning on the first day of each month and ending on the last day of each month.
  5. At the end of each processing period, Arizona Gives will review all donations received on behalf of your organization. At this time, credit card, technology/security and program fees will be calculated. Approximately 10-15 days after the last day of the month (up to 21 days following Arizona Gives Day) an electronic transfer of calculated donations will be distributed to the bank account and routing number on file.
  6. Arizona Gives is an online-only fundraising program. In order for donations to be counted for the Arizona Gives Day incentive prize program, donations MUST be made through the AZGives.org website to the Alliance of Arizona Nonprofits and designated to you (applicant organization) in the 24-hour time allotted on Arizona Gives Day. Donations made at any other time and/or by any other method will not be eligible for the Arizona Gives Day incentive prizes. See current year's Leaderboard Rules & Guidelines document on AZGives.org for specific details.
  7. Each year, Arizona Gives Day Incentive Prizes will be distributed to all winners via check by May 31.

**The Alliance reserves the right to change these Terms of Service at any time in any respect without prior notice to you. You may review the most current version on AZGives.org under Nonprofit.**

#### **Liability Disclaimer:**

As the appointed representative, I hereby release the Alliance, Arizona Gives, and its affiliates, officers, board, and employees, jointly and severally, from any claims for any loss or damage sustained while participating in Arizona Gives. This disclaimer extends, applies to, and also covers and includes all unknown, unforeseen, unanticipated and unsuspected injuries, damages, losses and liability and the consequences thereof, as well as those now disclosed and known to exist. The provisions of any state, federal, local or territorial law that release such party from liability shall not extend or apply to claims, demands or damages which are unknown or unsuspected to exist at this time to the person executing such release. This authority also extends to coordination of participation efforts and use of public content from this organization's websites for marketing purposes. It is further understood and agreed that said participation in Arizona Gives is not to be construed as an admission of any liability and/or acceptance of assumption of responsibility by the Alliance and its affiliates, officers, board, and employees, jointly and severally, or for any damages and expenses for which the Alliance and its affiliates, officers, board, and employees become liable as a result of any alleged act of an Arizona Gives participant.