



Do-It-Yourself Event Guidelines and Disclaimer for DIY Event Organizer

A “Do-It-Yourself” event is any fundraising activity hosted by an individual or group not affiliated with the American Diabetes Association® and where the Association has no fiduciary or other responsibility.

As the event organizer, you agree to:

- State that the proceeds (or a percentage of the proceeds) of the event will benefit the Association, with you as the host. Example: “Jill and Jack are hosting _____ event, with proceeds benefiting the American Diabetes Association.”
- Send the Association the cash and check proceeds from the event within one week.
American Diabetes Association
ATTN: Service Center/DIY: [Participant Name]
PO Box 7023
Merrifield, VA 22116
- Refrain from use of ADA's logos or other trademarks without prior written permission. To request permission, contact DIY@Diabetes.org.
- Refrain from stating that donations made by participants qualify as charitable, tax-deductible contributions, because participants may receive something in return for their donation which does not qualify the donation.
- Assume all risk for the event's expenses and liabilities, including obtaining insurance coverage, if necessary.
- Ensure that your event is accessible to people with disabilities.
- You may not open a bank account in the name of the American Diabetes Association (it is unlawful to do so).

As the grateful beneficiary of the proceeds, the American Diabetes Association:

- Can provide general advice about organizing an event.
- Acknowledge all online donations with an email receipt and a mailed receipt for check donations of \$10 or more made out directly to the Association.

The Association cannot and does not:

- Provide insurance or a Certificate of Insurance (COI)
- Incur expenses, endorse, provide any funds or solicit sponsorship for your event.
- Be financially or otherwise liable for the promotion and/or staging of your event.
- Provide celebrities or professional athletes for your event.
- Arrange for publicity or provide mailing lists of contributors.

Disclaimer: You acknowledge that your actions are voluntary and the American Diabetes Association has no contractual, supervisory, joint venture or other relationship that gives rise to any duties, benefits, liabilities or other responsibilities. You assume full responsibility for, release the Association from liability for, and agree to indemnify, defend, and hold harmless the Association from any third-party claim for loss, damage, injury, or death arising from or in any related to your event.