

ETHICS AND THE CFD

SOLICITING BUSINESSES FOR IN-KIND DONATIONS

- Most CFD volunteers are allowed to solicit for in-kind donations
 - Employees at regulatory agencies may not be allowed to solicit
- Best practices for soliciting for in-kind donations are using personal time before or after work or lunch breaks
- Solicitation letters are available by request only: contact heather.lucas@sos.wa.gov for a letter
- If you're unable to solicit for in-kind donations, contact the CFD at (360) 902-4162 or cfd@sos.wa.gov for assistance

ETHICS AND THE CFD

METHODS OF SOLICITATION

- Obtain permission to solicit businesses for in-kind donations during work hours
- Identify yourself as a CFD volunteer, NOT an employee at your agency
- If you're unable to use work time for in-kind solicitations, print solicitation letters and deliver those letters during your lunch break or after work
- Print and mail solicitation letters to businesses
- Provide CFD staff with a list of businesses to contact (business name, contact name and address): CFD staff will print and mail solicitation letters, accept donations and contact you if donations arrive from this effort