



# THE ANIMAL WELFARE SOCIETY

P.O. Box 43 • Holland Road • West Kennebunk ME 04094-0043 • 207/985-3244  
www.animalwelfaresociety.org

## FREQUENTLY ASKED QUESTIONS

### **Can I request AWS' mailing list to promote my event?**

Due to confidentiality requirements, the Animal Welfare Society cannot release donor, employee, volunteer or other mailing lists for the purpose of solicitation of funds or for participation in your event

### **Will AWS send out a mailing to its mailing list highlighting my event?**

AWS cannot solicit on your behalf. We cannot send postcards or any other types of materials to our mailing list advertising your event. However, events may be featured on our website and/or e-newsletter, at AWS' discretion and as space allows.

### **Can I use AWS' name and logo?**

Yes, please indicate on the event form if you would like our electronic logo. Please use our correct name (Animal Welfare Society or AWS) on promotional materials. We prefer that you don't use Kennebunk Animal Shelter, Kennebunk Humane Society, or any other incorrect variations of our name.

### **Will someone from AWS help me plan/run my event?**

Our staff can provide support materials (such as banners or brochures) but cannot manage or organize your fundraiser. We cannot provide personnel (staff or volunteers) for the event.

### **Can I use AWS' tax identification number?**

AWS' federal tax identification number may be provided to verify our tax-exempt status.

### **Can AWS issue tax receipts to my donors?**

AWS will provide a tax letter for all donations made directly to AWS. We cannot provide gift acknowledgements to donors who made gifts to you or any other organization.

### **Who do I make checks payable to?**

Checks can be made payable to the Animal Welfare Society.

### **Will AWS design any promotional materials for my event?**

Event organizers may use our logo to create any promotional materials within our usage guidelines, but we cannot provide design service. Banners with our logo may be loaned upon request.

### **Does AWS accept supply (or non-cash) donations?**

AWS is pleased to accept new, unopened bags of dry dog and cat food, canned dog and cat food, cat litter, and durable dog toys (e.g. Kongs). Please contact AWS before accepting any large supply donations, such as equipment, cages, etc. A full "wish list" is available upon request at the shelter or on our website: [animalwelfaresociety.org](http://animalwelfaresociety.org)

### **Does AWS provide insurance for my event?**

AWS cannot assume any liability for an event conducted on its behalf.