Association of Migraine Disorders

Third-Party Event Policies and Procedures

Thank you for your interest in planning an event to benefit the Association of Migraine Disorders (AMD). We appreciate your interest in partnering with us to end the suffering from migraine illness.

This document provides you with tips and guidelines to ensure that your event is carried out appropriately and safely. AMD will review each application to make sure that it aligns with AMD's goals and objectives. We ask all individuals and organizations to follow the guidelines listed below when fundraising on our behalf.

How we can help:
Once your event is approved, we are able to provide the following:
- A letter of authorization to validate the authenticity of the fundraising event.
- Informational brochures or fact sheets about our programs and services.
- Use of the AMD and Team Migraine logos and names upon review and approval of your event application. Our logos should be appropriately used for your event and may not be altered in any way.
- Attendance at the event by an AMD staff member or representative, based on availability and location
- Written tax receipts to donors who make checks payable directly to the Association of Migraine Disorders or through Crowdrise or the AMD website.

Policies and Procedures
1. You are responsible for paying all event-related expenses. AMD will not provide funding or reimbursement of expenses.
2. You must obtain your own liability insurance to cover the event.
3. You are responsible for tracking event revenue and expenses. Only the net amount (final net proceeds from event) should be processed by AMD.
4. You may not set up a temporary bank account in AMD's name.
5. You may not keep any portion of the proceeds as profit or compensation for organizing the event.
6. By sending photographs and/or videos to AMD you are granting us the right to use and reuse them for non-profit purposes including use in print, on the internet, and all other forms of media. This authorization may be revoked in writing at any time.