

POLICY TITLE <i>Tag Days</i>	ADOPTED BY: <i>City Council</i>	EFFECTIVE DATE <i>February 3, 1993</i>
ORIGIN/AUTHORITY <i>City Commissioner</i>	CITY FILE NO. <i>CK 200-3</i>	PAGE NUMBER <i>1 of 4</i>

1. **PURPOSE**

To ensure that soliciting of donations for public purposes is carried out in a manner that benefits the community as a whole.

2. **DEFINITIONS**

2.1 Tag Day - A day set aside for solicitation of donations from the public by a particular organization for charitable purposes.

2.2 Charitable Purpose - Any benevolent, philanthropic, patriotic, artistic, athletic, recreational, or Civil purpose and any purpose that has as its objective the promotion or provision of a public service.

2.3 Bylaw No. 5734 - A bylaw of the City of Saskatoon to regulate and control persons and organizations soliciting upon the public streets of the City of Saskatoon.

2.4 Official Sign or Badge - A badge approved by the Revenue Collections Manager which clearly sets forth the full name of the canvassing organization and indicates that the wearer has authority to solicit contributions on behalf of the organization.

3. **POLICY**

Organizations may apply for and be granted permission by City Council to conduct Tag Days.

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3.1 Criteria - Tag Days may be granted, subject to the following conditions:

- a) The organization will abide by the provisions of Bylaw No. 5734;
- b) The organization has applied for, and has been refused, inclusion in the United Way of Saskatoon;
- c) The organization has not previously failed to abide by the terms of this policy while conducting a previous Tag Day; and
- d) The organization has not previously conducted a Tag Day during the current year.

3.2 Applications and Scheduling

- a) All communications and applications connected with Tag Days must be submitted to the Revenue Collections Manager no later than January 15 in any year.
- b) All applications must include:
 - i) A statement from the United Way of Saskatoon confirming that the applicant has been excluded from its umbrella;
 - ii) A detailed financial statement including a report on the previous year's Tag Day (if applicable);
 - iii) A statement justifying the need to solicit funds from the public via a Tag Day;
 - iv) A statement indicating how the funds are to be used to benefit the community; and
 - v) A preferred date for holding the Tag Day.

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- c) Tag Days will not be granted for the month of October except for organizations officially canvassing for the United Way of Saskatoon.
- d) No more than one Tag Day will be permitted in any given week.
- e) Eligible organizations will be assigned their preferred day on a "first come, first served" basis.
- f) All organizations must publish the fact that they have received permission from City Council to solicit contributions prior to conducting a Tag Day.

3.3 Conducting the Canvass

- a) No person under the age of sixteen (16) shall canvass during the Tag Day unless under the direct supervision of an adult.
- b) Every person soliciting contributions on behalf of the organization conducting the Tag Day must wear an official sign or badge identifying the organization where it may be clearly seen by the person being canvassed.

3.4 Reporting Results

On completion of the Tag Day, the organization must forward to the City a statement of the gross receipts and expenses of the Tag Day.

4. RESPONSIBILITIES

4.1 City Treasurer - is responsible for:

- a) Administering, reviewing and recommending updates to this policy; and
- b) Submitting applications for Tag Days to City Council.

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4.2 City Council - is responsible for:

- a) Rendering decisions on Tag Day applications submitted by the City Treasurer; and
- b) Approving any revisions to this policy.