



New Zealand Fish and Game Council - Website Donation Policy

The Website Donation Policy applies exclusively to donations received through the www.fishandgame.org.nz website and covers:

1. Acknowledgement of your donation.
2. The process for accepting a donation.
3. The process for rejecting a donation.
4. The process for refunding a donation.
5. The process for determining the use of donated funds.
6. Monitoring and reporting requirements.

1. Acknowledgment of your donation

Following every donation an acknowledgement and receipt will be sent to the email address provided at checkout. In most instances this will be sent out the day following the donation, however may take up to five business days.

2. The process for accepting a donation

Funds donated will be retained in a specified reserve or specified investment account, to be used expressly for holding donated funds. The use of such bank accounts must operate in accordance with section 158 of the Crown Entities Act 2004 (Bank Accounts of Crown Entities).

No personal information will be shared about the donor with any third party other than New Zealand Fish and Game Council staff involved in the receipt and distribution of donations.

3. The process for rejecting a donation

Decisions to reject a donation are at the discretion of the New Zealand Fish and Game Council. Any decision to reject a donation must be recorded in the minutes of the next New Zealand Council meeting.

Reasons for rejecting a donation include, but are not limited to:

- Conflict of interest.
- Where the donation results from illegal activity (perceived or known).

4. Fish and Game Donations Refund Policy

Fish and Game will refund all donations made that are fraudulent due to unauthorised use of a credit card. In all other circumstances, refunds of donations will be at the discretion of Fish and Game.

5. The process for determining the use of donated funds

Where a donation is made to a specific campaign it will exclusively be used for that purpose unless the original purpose is no longer feasible, or it is realised without expending the entire fund. In such cases, remaining funds may be reallocated towards a secondary purpose at the discretion of the New Zealand Fish and Game Council. Where donations are made to a general fund, use of the donation could be as follows:

- for special purposes not covered by the usual operational activities of the NZC.
- for Fish and Game activities that could benefit the whole country.
- for unexpected 'disaster management' situations.
- for a programme introduced once a certain level of investment is reached with a defined focus e.g. wildlife management practices or licence holder retention.

6. Monitoring and reporting requirements

After the NZC has agreed to use donated funds, in a timely manner, it must report on how the donations are being used and how the funds are being allocated.

An annual report on the operation of the donation account(s) must include the basis of spending, where conditions of the donation may have been amended, and the capital sum remaining.

If you have any questions about this policy, please contact us at 04 499 4767