



**The MS Society of SA & NT Inc.
Disclosure by Collectors – Information sheet**

By law it is required that the MS Society of SA & NT Inc. provides to all collectors, an information sheet that is available to view on our website and upon request to a member of the public.

MS Society of SA & NT contact details

Website: www.ms.asn.au **Phone:** (08) 7002 6500

Physical Address: 341 North East Road
Hillcrest SA 5086

Funds raised helps people living with MS and their families access services and programs that will support them throughout their journey for the rest of their lives. It also helps fund cutting edge research and drive change by supporting, enabling and empowering our voices to be heard in the fight against Multiple Sclerosis.

Collectors may only collect or attempt to collect as follows:

(1) Unsolicited collection at a residential premises (door to door) on:

- (a) Weekdays - between the hours of 9am and 6pm;
- (b) Saturdays - between the hours of 9am and 5pm;
- (c) Sundays - between the hours of 11am and 5pm; and
- (d) Public Holidays (other than Good Friday, Easter Sunday or Christmas Day) - between the hours of 11am and 5pm.

(2) Unsolicited collection by telephone in accordance with the existing restrictions under the Australian Communications and Media Authority's Telecommunications (Do Not Call Register) (Telemarketing and Research Calls) Industry Standard 2007, including, but not limited to, the following restrictions which prevent calls on:

- (a) a weekday before 9am;
- (b) a weekday after 8pm;
- (c) a Saturday before 9am;
- (d) a Saturday after 5pm;
- (e) a Sunday; or
- (f) a Public Holiday as defined in the *Telecommunications (Do Not Call Register) (Telemarketing and Research Calls) Industry Standard 2007*.

(3) Unsolicited collection in a public space on:

- (a) Weekdays - between the hours of 7am and 6pm;
- (b) Saturdays - between the hours of 9am and 5pm;
- (c) Sundays - between the hours of 11am and 5pm; and
- (d) Public Holidays (other than Good Friday, Easter Sunday or Christmas Day) - between the hours of 11am and 5pm.

(4) at an event - only in those areas of the event, and for the period of time, authorised by the organiser of the event.

(5) unsolicited collection at a non-residential premises - only in those areas of the premises, and for the period of time, authorised by the owner or the person in charge of the premises.

(6) Collection on Good Friday, Easter Sunday or Christmas Day is prohibited except for collection made via the internet.

Please note:

- All collectors must provide a receipt, on request, for monetary donations of \$2 or more.
- The MS Society of SA and NT Inc. has a duty of care under the OHS&W Act towards its employees and volunteers when they are engaged in work tasks of a general or specific nature. The Society is committed to the proper management of occupational health, safety and welfare in line with legislative

requirements, which ranks equally with all other operational considerations. In the event of exposure to extreme weather conditions the MS Society of SA & NT Inc. may suspend the collection activities of volunteer collectors. To obtain a copy of the OHS&W policy please contact the HR department at the MS Society Mawson Lakes Head Office on (08) 7002 6500.

- It is required by law that children under the age of 15 years have written consent from their parents or guardians before fundraising for the Multiple Sclerosis Society of SA and NT. Consent must be obtained from the Multiple Sclerosis Society of SA and NT prior to any collection of funds. To obtain a copy of the Parental consent form please contact the HR department at the MS Society Mawson Lakes Head Office on (08) 7002 6500.
- Within ten business days of an ongoing collection agreement being made, the MS Society of SA & NT must provide to the donor, written confirmation of the terms of the agreement. If an ongoing collection agreement is entered into by telephone or internet, the charity or collection agent must provide the donor with written confirmation of the agreement by email or post. Written confirmation includes:
 - (a) the amount of the agreed ongoing donation;
 - (b) the annual cost to the donor;
 - (c) the frequency of the agreed ongoing donation;
 - (d) the date of the commencement of the agreement;
 - (e) a statement that the donor has a right to terminate an ongoing collection agreement at any time; and
 - (f) details about how the donor can terminate the ongoing collection agreement.

To terminate the ongoing collection agreement donors may either email, post or contact the Mawson Lakes Head Office by phone. Upon receipt of a termination notification from a donor with an ongoing collection agreement, the MS Society of SA & NT Inc. will immediately terminate that agreement.