

Representation of Touching Little Lives, Inc.

No individual or group of individuals will represent themselves as Touching Little Lives without authorization of the Board of Trustees or their authorized representative.

1. Individual volunteers or groups of volunteers may not solicit donations in the name of Touching Little Lives. Any donations that are received must be sent to the treasurer via our corporate office. Touching Little Lives monies may only be spent by the finance committee or their authorized representative. Funds may be solicited by individuals at a Touching Little Lives sponsored event if it is authorized by the Board in advance.
2. Individual volunteers or groups of volunteers may not solicit in kind donations in the name of Touching Little Lives. Any in kind donations that are received must be reported to a work group coordinator or Board member. In kind donations may be used by the group or individual as long as it is reported to Touching Little Lives as described above.
3. All finished items will be turned into work group coordinators, board members or their authorized representatives. Finished items will be packed by a person(s) authorized by Touching Little Lives. All deliveries made to any facility will be authorized by Touching Little Lives and have the proper paperwork at the time of the delivery.

Approved by the TLL Board: Dec 2015