

Community Sponsorship Policy

Version: 1.0

Effective Date: 27/07/2026

Owner: Andrew Mirza

Approved by:

Applies to: All Sponsorship Requests

1. Purpose

York & Districts Co-operative Ltd (the Co-operative) is committed to supporting community initiatives that align with its values and contribute to the wellbeing of the York and surrounding district communities. This policy sets out the criteria, conditions, and process for assessing and approving community sponsorship requests.

2. Scope

This policy applies to all requests for sponsorship or in-kind support submitted to York & Districts Co-operative Ltd by community groups, not-for-profit organisations, and similar entities.

3. Eligibility Criteria

To be considered for sponsorship, applicants must meet **all** of the following criteria:

1. Advance Notice

Sponsorship requests must be submitted at least **four (4) weeks** prior to the date the sponsorship is required.

2. Local Connection

The applicant must be a **local community group or an organisation operating within York or surrounding districts**.

3. Australian Business Number (ABN)

The applicant must hold a **current and valid ABN**.

4. Eligible Entity

Sponsorship will not be provided to:

- a. Individual persons; or

- b. Requests that contribute to the personal or private financial gain of an individual or business.

5. Community Benefit

The applicant's objectives and activities must provide a **clear benefit to the community as a whole** and align with the Co-operative's community-focused values.

6. Brand and Value Alignment

For children's sport and school sponsorships, the community group must ensure the proposed sponsorship outcomes align with the community group's own guidelines and with the Co-operative's brand and values.

7. Appropriate Nature of Activity

Sponsorship will not be provided for activities that are:

- political in nature;
- able to be construed as discriminatory;
- related to gambling;
- primarily related to the promotion or consumption of alcohol; or
- detrimental to public health or public safety.

8. Discretionary Criteria

All applications are subject to any **additional criteria** deemed appropriate by York & Districts Co-operative Ltd, assessed on a **case-by-case basis**.

4. Forms of Sponsorship

The Co-operative provides sponsorship **in kind only**. Approved sponsorship may be granted in one or more of the following forms:

- **IGA Gift Cards;**
- **Products from either store;**
- **Mitre 10 Gift Cards;** and/or
- **Use of the Mitre 10 sausage sizzle facilities,** subject to availability and operational requirements.

No cash sponsorship will be provided under this policy.

York Co-op, through the IGA Community Chest Fund provides cash sponsorship grants to community groups once a year in October. For more information on the IGA Community Chest Fun go to our website. For applications, please refer to the IGA Community Chest Applicant Policy and complete the Community Chest Application Form.

5. Mitre 10 Sausage Sizzle Conditions

Where use of the Mitre 10 sausage sizzle facilities is approved:

- Use is **subject to availability** and confirmation by the Co-operative;
 - Equipment, supplies, and inclusions will be determined at the time of approval;
 - **Food handling, staffing, setup, pack-down, and compliance with health and safety requirements remain the responsibility of the community group**, unless otherwise agreed in writing; and
 - Any proceeds generated are for the benefit of the approved community group.
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6. Budgetary Considerations

All sponsorship requests are subject to the **available budget** of York & Districts Co-operative Ltd. Meeting the eligibility criteria does not guarantee approval of sponsorship.

7. Application Requirements

To apply for sponsorship, eligible community groups must submit:

- A **completed sponsorship application form**; and
- A **short cover letter on the organisation's official letterhead**.

Applications must be submitted via the community group's official email address or by post.

8. Submission Details

Applications may be submitted to the IGA, by post, or email;

Email info@yorkcoop.com.au

York IGA 138 Avon Terrace, York WA 6302

Post York & Districts Co-operative Ltd: PO Box 865, York WA 6302

9. Recognition Requirements

As a condition of sponsorship, approved community groups are **required to acknowledge York & Districts Co-operative Ltd**.

Recognition must include **two** or more of the following, as appropriate to the event or activity:

- Verbal acknowledgement at the event or activity;
- Display of York & Districts Co-operative Ltd branding, including **IGA and/or Mitre 10** branding, where supplied;

- Inclusion of acknowledgement in event programmes, newsletters, posters, or other promotional material; and/or
- Acknowledgement on social media or digital communications related to the event or activity.

Where photographs are taken at the sponsored event or activity, and with appropriate consent for them to be shared, copies of those photographs are to be provided to **York & Districts Co-operative Ltd** for promotional and record-keeping purposes.

Failure to provide agreed recognition may impact consideration of future sponsorship requests.

10. Review and Approval

All applications will be reviewed by York & Districts Co-operative Ltd in accordance with this policy. The Co-operative reserves the right to:

- Request further information;
 - Approve, partially approve, or decline any application; and
 - Make final decisions at its sole discretion.
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11. Policy Review

This policy may be reviewed and updated periodically to ensure it remains appropriate and aligned with the objectives and operational requirements of York & Districts Co-operative Ltd.

12. Version Control

Version	Date	Author	Changes
1.0	14 July 2026	Andrew Mirza	Updated Community Chest section, updated Recognition criteria