

Memo

Ref: 68/20

To: All Legacy Clubs
From: Chief Executive Officer
Date: 10 July 2020
Subject: Legacy Week: LA Inc. Official Advice

Dear Legacy Clubs

Similar to ANZAC Day 2020, the way we fundraise for Legacy Week (**30 August - 5 September 2020**) this year will be drastically different to years gone by.

LA Inc. advises all Legacy Clubs to follow their relevant state and territory government best practice guidelines and adhere to social distancing requirements. It is advised that any beneficiaries, volunteers, and staff deemed vulnerable or at high risk of contracting COVID-19 should not participate in face to face fundraising.

If a Club decides to go ahead with face-to-face fundraising activities - such as stalls, events or any public-facing initiatives - LA Inc. advises that they maintain strict hygiene practices such as regular hand sanitizing and washing, keeping a distance of more than 1.5 meters and refraining from making physical contact with any persons. If you are fundraising in or out of a store/shopping centre, on a public street, outside a train station or office block, it is important to also follow the regulations of that organisation or Council.

Any means of collecting physical or digital currency - EFTPOS machines, square readers, collection buckets, tin hats - should be wiped down after each use.

Clubs should consider the use of personal protective equipment (PPE) as prescribed by local state and territory authorities at the time of Legacy Week.

For Legacy Week, LA Inc. is still going ahead with planning for the National Launch, which is to be held in Canberra at the Australian War Memorial on Monday 31st August. This is entirely dependent on the restrictions in the ACT at the time of Legacy Week.

LA Inc. understands that government restrictions may make fundraising more difficult or impossible for some Legacy Clubs across Australia. Using Tap and Go technology, such as EFTPOS machines and square readers are recommended. There are also other ways to promote Legacy Week and donations – via social media platforms such as Facebook and Instagram, or urging donors to use the online donation portal at www.legacy.com.au/donate.

Any questions regarding the above can be directed to Larissa Churchill, Marketing and Media Coordinator, on (02) 8333 0603 or email marketing@legacy.com.au.

Yours sincerely,



Scott Warr

Chief Executive Officer