



## Terms and Conditions

We agree that we will:

1. Issue a charity place and liaise with the event organiser.
2. Support you with fundraising expertise including use of charity fundraising collateral.
3. Assist with training and preparations for your challenge in conjunction with our expert partners.
4. Publicise your fundraising efforts through our media networks, if permitted.
5. Issue up to date fundraising progress reports as requested.

I agree that I will:

1. Use my best endeavours to commit to raise the target specified for my challenge for Arthur Rank Hospice.
2. If there is a deadline to register my place for an event (e.g. for a Marathon or Half Marathon), I am solely responsible for ensuring I do so by the date requested. Failure to do so may result in forfeiting my place.
3. Record details (names and addresses) and amount donated or pledged, by all donors, and provide such details to Arthur Rank Hospice Charity as requested. *(Fundraising websites such as Justgiving or Virgin Money will do this for you and we will provide sponsorship forms to assist you in this task.)*
4. Due to HMRC guidelines, Gift Aid cannot always be claimed on donations from immediate family. Visit <https://www.gov.uk/guidance/gift-aid-what-donations-charities-and-cascs-can-claim-on#sponsored-challenges> for more information.
5. Obtain and pay to Arthur Rank Hospice Charity all sums pledged.
6. Ensure that all donations made by cheque from the donor are payable to Arthur Rank Hospice Charity.
7. Not collect in any public place without first obtaining a collector's license from the local authority.
8. Not collect on private property (shops, pubs etc) without first obtaining the permission of the owner.
9. Not collect any raffle or lottery without first contacting the charity.
10. Contact Arthur Rank Hospice Charity well in advance of putting on any public event.
11. Not reproduce the Arthur Rank Hospice Charity logo, but obtain all fundraising materials direct from the charity.
12. Not do anything to bring the name of the charity into disrepute. I understand that Arthur Rank Hospice Charity may terminate my rights to fundraise at any time.
13. In the event that I am unable to take part, I must inform the charity and my donors immediately allowing them the option to have their donation refunded. Where possible, the charity will transfer my place in the hope that the target you have committed to can be reached by another participant. As this isn't always possible and bearing in mind that all places are bought using charitable funds, I will consider making a donation to cover or contribute to the cost of my place.
14. If I am unable to take part in the above event due to an injury, it may be possible to self-fund another challenge and continue fundraising. In this instance, the cost of the original place will be deducted from the fundraising total.
15. In the unlikely event of a major incident during this activity and where my safety or health is affected, I or a member of my family will endeavour to contact the charity at the earliest opportunity to advise of my situation or involvement in the instance.