

# Teenage Cancer Trust

## Fundraising Terms and Conditions

### Ford Ride London-Essex 2024

Below, please find the Fundraising Terms and Conditions for:

Charity Place  
Own Place

#### **Charity Place Fundraising Terms and Conditions**

By accepting a charity place from Teenage Cancer Trust, I agree that:

#### **Participation**

1. I will inform the Teenage Cancer Trust Mass Participation Team immediately if I am unable to take part in the Ford Ride London-Essex 2024 and, where permitted, take all necessary steps to transfer my place to another person who wishes to take part in support of Teenage Cancer Trust.
2. I understand that
  - this event is organised by the event organiser who is solely responsible for the conduct and operation of the event, including all health and safety requirements.
  - my participation in the Event is conditional upon the event organiser's terms and conditions
  - it is my responsibility to contact the event organiser directly for more information about the event and the potential risks involved.
  - I am undertaking this activity entirely at my own risk, and have not been induced by Teenage Cancer Trust to participate in this event, which I do entirely of my own free will.
  - I should seek medical advice from my general practitioner if I am in any doubt about my physical or mental ability to take part in this event.
  - Teenage Cancer Trust cannot be held responsible for any injury or illness incurred during your preparation and/or participation in the event.
  - Teenage Cancer Trust is not responsible for the event and accepts no liability whatsoever in relation to my participation in it.
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#### **Donations and Payment Terms**

3. I agree to pay a non-refundable and non-transferable registration fee of £30 (including VAT) to Teenage Cancer Trust. I am aware this registration fee does not cover the full cost of my entry to the event, and the remaining cost will be taken from my sponsorship.
4. I pledge to raise a minimum of £450 excluding Gift Aid. In order to claim my free cycling jersey, I must fundraise £250 by the 31<sup>st</sup> March 2024. If I fail to raise the minimum sponsorship, I may lose my charity place in the event.
5. I will endeavour to raise as much as possible for Teenage Cancer Trust and will regularly pay all money collected to the charity:
  - Online by using a fundraising website such as justgiving.com or enthuse.com.
  - Offline by using the money return form provided by and deliverable to Teenage Cancer Trust or
  - Calling on 020 7612 0370 to pay over the phone with my credit or debit card details.

6. I will send all outstanding sponsorship money to Teenage Cancer Trust within 30 days of my fundraising activity or event date.

### **Gift Aid**

7. I will read the 'Gift Aid Information for Challenge Event Fundraisers' [webpage](#), regarding compliant fundraising with Gift Aid, and share this with any relevant donors. More information is available on the HMRC website.

8. I will ask any Connected Persons to not add Gift Aid declarations to their sponsorship, as the charity is in-part funding my place. If you wish to pay the full price of your entry (the cost to the charity) so anyone can Gift Aid their donation, please get in touch.

8a. If my charity place has been paid for by my organisation, then I will ask any relatives of the company to not add Gift Add declarations to their sponsorship.

9. I understand that a Connected Person is any

- Wife, husband or civil partner
- Sibling, parent, grandparent, child or grandchild (and their wives, husbands, civil partners)
- Company I, or any of the above, own.

### **Fundraising activities**

10. I will comply with any fundraising guidance or advice issued by Teenage Cancer Trust.

11. I will not approach, nor offer financial incentives to the following, without seeking approval from Teenage Cancer Trust:

- any celebrity, public figure or performance artist (or their agents and management) to endorse or take part in my fundraising activity, event or initiative
- any local or national companies for sponsorship, financial contribution or provision of goods or services for my fundraising activity

12. I will encourage and motivate people to support the charity but also respect their right to decline. I will not conduct my fundraising in a way that could be perceived to be overly intrusive.

13. I will only use lawful means to fundraise and will not do anything that harms, or is likely to harm, Teenage Cancer Trust's reputation. Particularly in my own social media communications or if contacted by the media. Nor will I smoke or drink alcohol when wearing a Teenage Cancer Trust badge, branded clothing or anything that could identify me with the charity.

14. I will ensure I fundraise in a safe and compliant manner, including but not limited to:

- reviewing our [Fundraising Guide](#) to understand how I can fundraise in a safe and legal way.
- managing risk, organising insurance and obtaining the relevant permissions for all aspects of my fundraising activity; including carrying out all necessary risk assessments.

15. I will ensure that any materials I create or use to advertise my fundraising will:

- Have been requested to and issued by the charity, responsibly looked after and returned to Teenage Cancer Trust if unused on completion of the event.

or

- Have been given prior approval from the charity before use and must include:
  - the phrase "fundraising in aid of Teenage Cancer Trust".
  - the 'in aid of Teenage Cancer Trust' logo.
  - the text 'Registered charity in England and Wales (1062559) and Scotland (SCO39757)
- Not use the Teenage Cancer Trust logo in any other way.

### **Sponsorship not conditional**

16. I understand that Teenage Cancer Trust does not hold any responsibility for my fundraising activity and may terminate my right to raise funds at any time.

17. I agree that my sponsorship forms and online fundraising pages will make it clear that the money is not given subject to any conditions and that the monies will not be returned if the event is cancelled or I do not complete the event.

18. If Teenage Cancer Trust is paying any of the event costs or any of the sponsorship money is going towards the cost of my taking part, I will make this clear to sponsors.

### **Personal data and images**

19. I give permission for the free use of my first name, picture, image, feedback and comments in any future publicity, advertising, fundraising materials and/or promotion conducted by Teenage Cancer Trust. If you do not wish to consent to this please email [challenges@teenagecancertrust.org](mailto:challenges@teenagecancertrust.org).

20. Should Teenage Cancer Trust be provided with information about your story, the charity may wish to use them in our published materials, such as our leaflets or on our website/social media channels. Teenage Cancer Trust may also pass on your story, video or photograph to the media, such as your local newspaper, TV or radio station – where possible we will gain additional consent before sharing your story.

I understand that whilst Teenage Cancer Trust makes every effort to ensure that all media coverage portrays interviewees in a positive way, the charity does not have final control about how a journalist may portray me.

21. I give permission for my personal information to be stored and used by Teenage Cancer Trust in connection with the organisation, promotion and administration of the Event and passed on to the Event organisers as required. I understand that all my information and data will be processed in accordance with [Teenage Cancer Trust's Privacy Policy](#).

22. I understand the Teenage Cancer Trust will use the information I have given to keep me updated about the event I have entered and some other events I might be interested in. If I indicate that I would also like us to keep updated about their work and other ways I can support them, they'll get in touch using the ways I selected. I can unsubscribe at any time by emailing [hello@teenagecancertrust.org](mailto:hello@teenagecancertrust.org) or by calling 0207 612 0370.

### **Declaration**

23. I confirm that I will be at least 18 at the date of the event and I hereby accept these terms and conditions.

## **Teenage Cancer Trust Fundraising Terms and Conditions**

### **Own Place Fundraising Terms and Conditions**

By pledging to fundraise for Teenage Cancer Trust I agree that:

### **Participation**

1. I will inform the Teenage Cancer Trust Mass Participation Team if I adjust my plans or decide to withdraw my offer of fundraising for the charity.
2. I understand that
  - I am undertaking this activity entirely at my own risk, and have not been induced by Teenage Cancer Trust to participate and do so entirely of my own free will and in line with any third-party organiser expectations and conditions.
  - Teenage Cancer Trust cannot be held responsible for any injury or illness incurred during your preparation and/or participation in the activity and is not responsible for the fundraising activity and accepts no liability whatsoever in relation to my participation in it.

### **Donations and Payment Terms**

4. I pledge to raise funds for Teenage Cancer Trust as part of my participation in an organised activity or event.
5. I will endeavour to raise as much as possible for Teenage Cancer Trust and will regularly pay all money collected to the charity:
  - Online by using a fundraising website such as justgiving.com or enthuse.com.
  - Offline by using the money return form provided by and deliverable to Teenage Cancer Trust or
  - Calling on 020 7612 0370 to pay over the phone with my credit or debit card details.
6. I will, where reasonably possible, send all outstanding sponsorship money to Teenage Cancer Trust within 30 days of my fundraising activity or event date.

### **Fundraising activities**

7. I will comply with any fundraising guidance or advice issued by Teenage Cancer Trust.
  8. I will not approach, nor offer financial incentives to the following, without seeking approval from Teenage Cancer Trust:
    - any celebrity, public figure or performance artist (or their agents and management) to endorse or take part in my fundraising activity, event or initiative
    - any local or national companies for sponsorship, financial contribution or provision of goods or services for my fundraising activity
  9. I will encourage and motivate people to support the charity but also respect their right to decline. I will not conduct my fundraising in a way that could be perceived to be overly intrusive.
  10. I will only use lawful means to fundraise and will not do anything that harms, or is likely to harm, Teenage Cancer Trust's reputation. Particularly in my own social media communications or if contacted by the media. Nor will I smoke or drink alcohol when wearing a Teenage Cancer Trust badge, branded clothing or anything that could identify me with the charity.
  11. I will ensure I fundraise in a safe and compliant manner, including but not limited to:
    - reviewing our [Fundraising Guide](#) to understand how I can fundraise in a safe and legal way.
    - managing risk, organising insurance and obtaining the relevant permissions for all aspects of my fundraising activity; including carrying out all necessary risk assessments.
  12. I will ensure that any materials I create or use to advertise my fundraising will:
    - Have been requested to and issued by the charity, responsibly looked after and returned to Teenage Cancer Trust if unused on completion of the event.
- or
- Have been given prior approval from the charity before use and must include:
    - the phrase "fundraising in aid of Teenage Cancer Trust".
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### **Declaration**

20. I confirm that I will be the required age, if any restrictions apply, at the date of the event and I hereby accept these terms and conditions.