Newcastle Hospitals Charity (Reg 1057213) Event Terms and Conditions **30,000 steps for the 30,000 children cared for at GNCH**

**Terms and Conditions**

By applying for entry into 30,000 steps for the 30,000 children cared for at GNCH(the “event”) in support of Newcastle Hospitals Charity (Reg 1057213), I confirm I understand and agree to the following terms and conditions.

**Registration and participation:**

1. I understand that in order to take part in the event, I must register child / dependant with Newcastle Hospitals Charity (the “event organiser”). Failure to complete the event organiser’s registration by any applicable deadline may mean they are unable to participate in the event.
2. To participate in the Event, your child / dependant must be older than the minimum permitted age on the Event Date.
3. I understand that Newcastle Hospitals Charity reserves the right to withdraw my registration in the event at any time in exceptional circumstances, including if I do anything that brings, or could bring, Newcastle Hospitals Charity reputation into disrepute or if I do not comply with these terms and conditions.
4. I will inform Newcastle Hospitals Charity Fundraising Team immediately by emailing nuth.nhcfundraising@nhs.net if my child / dependant is unable to take part in the event. When withdrawal is acknowledged by Newcastle Hospitals Charity, I will not be liable to raise any further sponsorship. Please send all sponsorship forms and money collected directly to Newcastle Hospitals Charity and notify your sponsors that you are no longer taking part.

**Minimum fundraising target:**

1. You pledge to raise a minimum sponsorship of £100.00 (excluding gift aid and registration fee) through your participation in the event. I understand the aim of this event is to raise as much above the minimum fundraising target as possible
2. I understand that the sum of £100 must be paid to Newcastle Hospitals Charity by the fundraising deadline, which is six weeks after the event date, in accordance with Newcastle Hospitals Charity’s [guidance](https://charity.newcastle-hospitals.nhs.uk/get-involved/fundraising/pay-fundraising/).
3. You shall encourage donors and/or sponsors to make gift aid declarations where eligible, which may enable us to recover basic rate tax on such donations. Further information about the Gift Aid scheme can be accessed by contacting the charity office on 0191 213 7235 or email nuth.charity@nhs.net
4. Newcastle Hospitals Charity fundraising team may ask me to provide a fundraising plan at any time after I have completed my registration in the event.
5. If at any point I feel unable to raise the minimum fundraising target, I will inform Newcastle Hospitals Charity team immediately by emailing nuth.nhcfundraising@nhs.net so that they can provide support with my fundraising plans.
6. It is important to know that Newcastle Hospitals Charity cannot cover fundraising expenses or costs for those raising money for the charity.

**Fundraising**

1. I will use only lawful means to fundraise in aid of Newcastle Hospitals Charity and will not do anything that harms or is likely to harm Newcastle Hospitals Charity reputation.
2. If you decide to hold additional fundraising activities to help reach your fundraising pledge, please ensure you are clear that you are raising funds in aid of Newcastle Hospitals Charity, rather than a representative of or on behalf of Newcastle Hospitals Charity.
3. I will comply with any fundraising guidance or advice issued by Newcastle Hospitals Charity and abide by the [Fundraising Regulator’s Code of Fundraising Practice](https://www.fundraisingregulator.org.uk/code).
4. You will comply with any applicable laws and regulations relating to any additional fundraising activities, including obtaining any necessary licenses, consents or permissions e.g. if you are holding a raffle or lottery, or are proposing to sell alcohol.
5. I will make clear to everyone supporting my fundraising that I am raising funds ‘in aid of’ Newcastle Hospitals Charity.
6. I will collect money in aid of Newcastle Hospitals Charity in connection with the event only.
7. I understand that consent must be sought from Newcastle Hospitals Charity by emailing nuth.nhcfundraising@nhs.net prior to using the Newcastle Hospitals Charity name, branding or logos.
8. Any material referring to Newcastle Hospitals Charity will need approval prior to print or circulation.
9. My fundraising will not include:
	1. Raising funds by carrying out door-to-door or unsolicited collections.
	2. Collecting funds in any public place without first obtaining written permission from Newcastle Hospitals Charity, a licence from the local authority and any other licences or consent as required by law and the Fundraising Regulator’s Code of Fundraising Practice.
	3. Collecting funds on private property (including shops, pubs etc.) without first obtaining written permission of the owner of the private property.
	4. Conducting any raffle or lottery without first contacting Newcastle Hospitals Charity and obtaining any other licences or consent as required by law and the Fundraising Regulator’s Code of Fundraising Practice.
10. You accept that any risks arising out of any additional fundraising activities undertaken are your responsibility, including liability for any injury or loss which may occur to you, your helpers or guests. You will therefore take all reasonable precautions to protect the health and safety of all those participating in, involved with or attending.
11. You acknowledge and accept that Newcastle Hospitals Charity insurance policy will not cover your additional fundraising activities.
12. I agree that Gift Aid payments cannot count towards the fundraising pledge and instead will be considered funds raised over and above the minimum fundraising target.
13. Newcastle Hospitals Charity can terminate my authority to fundraise on their behalf at any time by sending written notice to the email or postal address I provided at the point of registration.

**Donations and payment terms**

1. All monies raised in aid of Newcastle Hospitals Charity are held on trust for Newcastle Hospitals Charity and I understand that I have a legal responsibility to ensure that all funds raised in connection with the event are paid to Newcastle Hospitals Charity.
2. I will pay all monies raised in connection to the event by one of the following means:
	1. Via an online giving platform (such as, JustGiving OR Enthuse). Newcastle Hospitals Charity will receive any payments made via online giving platforms directly from the provider.
	2. To Newcastle Hospitals Charity bank account by using banking details provided by Newcastle Hospitals Charity (I understand these will only be made available upon request).
	3. By cheque, CAF vouchers or Charities Trust vouchers made payable to ‘Newcastle Hospitals Charity’ and sent to: Newcastle Hospitals Charity fundraising team, The Fleming, Burdon Terrace, Jesmond, Newcastle upon Tyne, NE2 3AE.
	4. By credit or debit card donations made by calling the Newcastle Hospitals Charity challenge event team directly on 0191 213 7235.
3. I understand that if the minimum fundraising target has not been paid by the fundraising deadline, I may be unable to participate in future events.
4. I understand that if I withdraw for any reason from the event, any monies raised will be non-refundable and will be treated as a donation to Newcastle Hospitals Charity.
5. I will only use sponsorship forms issued by Newcastle Hospitals Charity. If I wish to use any other type of sponsorship form, I will seek prior written consent from Newcastle Hospitals Charity.
6. I will make it clear when fundraising in connection with the event, that the money is not given subject to any conditions and that the funds will not be returned if the event is cancelled, or I do not complete the event.
7. I will send Newcastle Hospitals Charity my completed sponsorship forms with details of the names and addresses of sponsors together with the amounts donated or pledged no later than 6 weeks after the event. This will allow Newcastle Hospitals Charity to process Gift Aid on the donations.

**Health, safety and fitness**

1. I acknowledge that the event is physically strenuous and demanding and I take part in the event at my own risk. Newcastle Hospitals will not be held responsible for injury or illness resulting from your participation.
2. I understand that the event will be physically challenging and there is a risk of injury.
3. I understand the need to train and prepare for the physical challenge of the event, and to consult your doctor if you have not exercised for some time to ensure that you are medically fit to participate in the event.
4. I confirm that I will not participate in the event if for any reason I am not, or if I feel that I am not, in a fit state to take part and I confirm that it is my responsibility to seek expert medical advice if appropriate.

**Liability**

1. Nothing in these terms limits any liability which cannot legally be limited, including death or personal injury caused by negligence.
2. I understand that the activities and/or events I organise to raise funds in aid of Newcastle Hospitals Charity are my responsibility, including but not limited, to all costs and liability. Newcastle Hospitals Charity bears no liability whatsoever for any events and/or activities I may organise. Newcastle Hospitals Charity shall not be liable for any injury, damage or loss to me, my property or to any third party that might occur because of the fundraising activities and/or events that I organise.
3. I understand that I take part in the event at my own risk, and I will not hold Newcastle Hospitals Charity or any connected persons, responsible for any accident, injury or illness to me, for any damage to my property, or for any losses that might occur as a result of my participation in the event.

**Personal Data and Consent**

1. I understand that Newcastle Hospitals Charity will use the information provided by me when registering for the event for the purpose of promoting and administering my charity place in the event.
2. Newcastle Hospitals Charity may also contact me to discuss my fundraising.
3. I give permission for my personal information to be passed on to the event Organiser by Newcastle Hospitals Charity for the purposes of the organisation, promotion and administration of the event.
4. We are committed to protecting the privacy of children and young people that engage with us. Newcastle Hospitals Charity will not knowingly contact anyone under the age of 18 to ask them for donations or other forms of financial contribution.
5. If you’re aged 16 or under, you must get your parent, guardian or carer’s permission before you provide any personal information on our website.
6. If you want to participate in an event organised by our charity, or a project facilitated by us, consent must be provided by your parent, guardian or carer if you are 16 or under.
7. The personal information provided by me when registering for the event may be used for the purpose of sending me communications in line with the consent given when registering for the event.
8. You agree that all participants, supporters and spectators, including friends and families who choose to attend the event confirm that they are happy for their names, video footage, picture, image, feedback and comments can be used without payment, notice or further consent in any future publicity, advertising, fundraising materials and/or promotion in perpetuity. If you wish images or videos to be removed, please contact us and we will comply.
9. For further information about how Newcastle Hospitals Charity use and store your data, please refer to [our privacy policy.](https://charity.newcastle-hospitals.nhs.uk/privacy/)

**Contact Newcastle Hospitals Charity**

Any questions or correspondence regarding these terms and conditions should be directed to Newcastle Hospitals Charity fundraising team, The Fleming, Burdon Terrace, Jesmond, Newcastle upon Tyne, NE2 3AE or 0191 213 7235 or nuth.nhcfundraising@nhs.net