

# Fundraiser Questionnaire



## TERMS & CONDITIONS

### Whilst raising money in aid of Sands I will :

- Use my best endeavours to raise money for Sands, and not do anything to bring Sands into disrepute.
- Ensure whenever the charity's name or logo is used in written materials that I contact Sands for prior approval and show Sands any material prior to printing and distribution. For example, in posters, leaflets and invitations advertising an event or in press releases or letters to companies.
- Ensure that the charity's name is written either as **Sands, stillbirth and neonatal death charity** or simply as **Sands** if space is limited.
- Ensure that all printed materials states Sands registered charity no 299679, and be aware that it should make clear exactly how the charity is benefiting from the event e.g. the amount per ticket sold that will go directly to the charity as this is a legal requirement.
- Use only official Sands sponsorship forms which contain wording approved by the Inland Revenue to enable Sands to claim Gift Aid (currently worth an additional 28p / £1).
- Not carry out house-to-house collections.
- Not collect in any public place or on a pub crawl without first obtaining a collector's license from the appropriate local authority (usually the police or the council) and then providing Sands with a copy of the license.
- Not collect on private property (including shops, pubs etc) without first obtaining the permission of the owner.
- Not hold a raffle (not including a same day raffle using Cloakroom Tickets) without contacting Sands first to obtain permission and to make necessary arrangements for a license (refer to leaflet Raffles and Lotteries).
- Return any unused fundraising materials that I will not require again to Sands.
- Advise Sands of all parties raising money for Sands on my behalf.
- If I am organising an event in aid of Sands, read and familiarise myself with the leaflets provided in my fundraising pack, particularly, '*Planning and Organising*' an event and '*Keep it Safe, Keep it Legal*'.
- Ensure that once I have taken part in my event, understand that it's vital that I collect and return my sponsorship money as soon as possible. I understand that when I'm raising money in the name of Sands I have a legal responsibility to ensure all sponsorship money is paid to Sands.
- Ensure that all cheques or postal orders are made payable to Sands.
- I understand that Sands may terminate my rights to raise funds at any time.