



Ashford and St Peter's Hospitals' Charity

Charity No: 1058567

Ashford and St. Peter's Hospitals' Charity Challenge Events Terms and Conditions

By accepting an Ashford and St. Peter's Hospitals' (ASPH) Charity place for an event, you are agreeing to the following terms and conditions. For easier reference Ashford and St. Peter's Hospitals' Charity can be named ASPH Charity in this document.

We (ASPH Charity), agree we will:

- Issue a charity place to you and liaise with the event organiser.
- Support you with fundraising expertise, including use of charity fundraising materials.
- Publicise your fundraising efforts through our media networks, if permitted.
- Issue up to date fundraising progress reports as requested.

You (the participant) agree that you will read and adhere to the following terms and conditions:

1. You acknowledge that you may be contacted by email, phone, SMS and post in relation to the event you have registered for, ensuring the ASPH Charity can deliver the necessary administrative and event-related communications required. These communications are to ensure your successful participation and fundraising for the event.

This will include communications about:

- Completing your registration for the event with any third-party providers;
 - Receiving your branded ASPH Charity sports kit or other ASPH Charity branded material via post;
 - Fundraising advice and tips;
 - How the money you/other supporters raise is spent by ASPH Charity;
 - Links to online content relevant to your participation in the event.
2. You acknowledge that failure to respond to communications from the ASPH Charity team regarding your registration or fundraising may put your event place at risk.
 3. You understand that the event you are participating in is organised by a third party. You must adhere to the rules outlined by the event organisers, including any age/weight restrictions in place.
 4. You understand that you must be at least 18 years old on the date of the event to enter.

5. As ASPH Charity has a limited number of places in challenge/sporting events, ASPH Charity cannot guarantee that your application will be successful. If your application is successful, you may be required to complete registration for the third-party event as requested by the event provider. If you fail to complete this entry form by the deadline given, you may lose your place in the event.
6. You agree to pay a registration fee/donation, established previously by ASPH Charity, to secure your guaranteed place, which is non-refundable, and this cannot be used towards your sponsorship pledge.
7. You acknowledge this is a fundraising event and commit to raise the minimum sponsorship as listed on the ASPH Charity communication platforms, excluding any gift aid contributions and registration fees/donations.
8. You agree to raise at least 70% of the minimum fundraising target 5 weeks before the event and you will inform ASPH charity if this is not possible to discuss available options. Otherwise, you may not be able to participate in the event.
9. You will record details and amount donated or pledged, by all donors who want to Gift Aid their donation and provide such details to ASPH Charity as requested. We will provide Gift Aid forms to assist you in this task (Fundraising websites will do this for you).

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.

10. You agree to send all sponsorship funds collected or raised to ASPH Charity within 8 weeks after the event, unless otherwise agreed. All payments to ASPH Charity shall be made by our secure online fundraise page, bank transfer or cheque.
11. You will ensure that all donations made by cheque are made payable to "Ashford and St. Peter's Hospitals' Charitable Fund" and sent to the Fundraising Department at St. Peter's Hospital with the event name, your full name and address.
12. You agree to represent and raise money exclusively for ASPH Charity in this event. You must not put under pressure on people to sponsor you or do anything to bring the name of the charity into disrepute.
13. You will not incur, nor you are authorised to incur any cost, claim, loss or liability on behalf of ASPH Charity.
14. You will contact ASPH Charity well in advance of putting on any public fundraising event and then also gain permission/licensing as necessary for the following:
 - Obtain a collector's license from the local authority to collect in any public space;
 - Permission of the owner to collect on private property (shops, pubs, etc);
 - Check whether a gambling license is required to organise any raffle or lottery.

15. You understand that ASPH Charity may terminate your rights to fundraise at any time.
16. If your circumstances change and you are unable to take part in the event on behalf of ASPH Charity, you must inform the charity and your supporters immediately, allowing us to offer your place to someone else and your supporters the option to have their donation refunded. In the event that is not possible to find someone else to take your place and reach the minimum target, bearing in mind that all places are bought using charitable funds, you will consider making a donation to cover or contribute to the cost of your place.
17. In the unlikely event of a major incident prior to the activity and where your safety or health is affected, you, or a member of your family, will endeavour to contact the charity at the earliest opportunity to advise of your situation.
18. Any money collected or raised must be forward to ASPH Charity and will be treated as a donation unless sponsors specifically ask to be returned to them. ASPH Charity is unable to return anonymous donations. You agree that should you, for whatever reason, not take part in the event or the event is cancelled, it is your responsibility to contact your sponsors telling them you are no longer participating in the event and explain what will happen to their sponsor money. All sponsorship moneys will be retained by ASPH Charity unless your sponsors request in writing that the charity return it to them within one month of yours or organiser's cancellation.
19. You understand that all participants take part in these events at their own risk and agree that, as far as they are aware, they are suitably fit and physically able to compete in the event. Participants who have any doubt about their health or have a medical condition that could be affected by exercise, must obtain their doctor's approval before participating in any event. You understand that the participant is solely responsible for acting on doctor's advice and that ASPH Charity shall not be held responsible for any injury or illness that may be caused as a result of the event.
20. You understand that each participant is responsible for their own actions whilst attending and/or participating in the event. ASPH Charity accepts no responsibility for the actions of the participant nor the consequences of such actions. This continues to the participants personal belongings, they are brought and stored at their own risk and ASPH Charity accepts no responsibility for any items that are damaged, lost or stolen at the event.
21. No illegal substance, performance enhancing substances or intoxicants of any kind are permitted to be brought or used by participants prior or during the event. ASPH Charity reserves the right to refuse attendance at or participation in the event to anyone who has consumed and/or have in their possession any illegal substance, performance enhancing substances or intoxicants of any kind.
22. The organiser of this event is solely responsible for organising and running the event, including safety of the participants. Neither ASPH Charity nor the event organisers will accept liability for any injury, loss or damage unless it arises from the negligence of ASPH Charity or them as the case may be.

23. You acknowledge that any photography or film footage taken as part of your participation in the event can be used for promotional and marketing purposes for this specific event and any future ASPH Charity events activity, including but not limited to promotion on ASPH Charity and third-party websites, social media, in online and print media publications and other marketing materials. If you do not wish for your image to be used in this way, please contact ASPH Charity.

If you have any questions about these T&C's, please contact a member of our fundraising team on asp-tr.fundraising@nhs.net