

General Fundraising Terms and Conditions



Thank you for choosing to fundraise for ACCT UK. By fundraising for ACCT UK, you agree to the following terms and conditions.

General

- I confirm that I am over 13 years of age (please note there may be age-related restrictions for any event you sign up for, and these must also be adhered to)
- I will endeavour to do my best to raise money for ACCT UK and not do anything to bring ACCT UK into disrepute.
- I acknowledge that I am responsible for organising my fundraising and ACCT UK are not responsible for any losses, costs incurred, damage or injury to me or anyone who participates in my fundraising.
- I acknowledge that I cannot take any costs/fees from the amounts that are donated to ACCT UK.
- I will let those who support my fundraising know that their donations will support the work of ACCT UK. If the money raised is being split between several charities or between an ACF unit and ACCT UK, I will make it clear what percentage is going to each beneficiary.
- I will communicate that my fundraising is described as 'in aid' of ACCT UK to ensure it's clear that ACCT UK is not responsible for my activity or event, and I will not indicate or imply that I represent ACCT UK. An 'in aid' logo is available upon request.
- I will use approved fundraising materials, which are downloadable from the [ACCT UK website](#) or available upon request, such as posters, collection tins/buckets, branded tops and so on.
- I agree that any materials provided by ACCT UK for the purpose of my fundraising will only be used for this activity and only for the benefit of ACCT UK.
- I will return any unused fundraising materials to ACCT UK at the end of my event or activity unless agreed with the ACCT UK fundraising team.
- I will ask any venues for a copy of their risk assessment and ensure any required public liability insurance is in place.
- I am responsible for the safe conduct of the activity and will take all steps necessary to protect the health and safety of all activity participants and spectators.
- I am responsible for food safety at my event, including allergy advice and will ensure all food is accurately labelled.
- I will obtain and maintain the appropriate insurance necessary for the activity.
- I agree to obtain all necessary licenses or permissions needed for the activity.
- I will make it clear that any entry fees or monies raised are non-refundable.
- I will abide by the [Fundraising Regulator's Code of Practice](#)
- I agree that if requested to do so by ACCT UK, I will stop fundraising immediately.

- **If you are an ACF adult volunteer, you agree that:**
 - **if you are suspended from the ACF, you agree to inform ACCT UK immediately.**
 - **if you are suspended from the ACF, this may lead to your place being postponed or rescinded, at the discretion of the charity. This will be managed on a case-by-case basis.**
 - **if you are removed from the ACF prior to the event taking place, your place will be rescinded.**
- If your place is withdrawn for any reason, then you will be asked to return any ACCT UK-branded merchandise (e.g. collection buckets and clothing)

Collections

- I will not collect in any public place without first obtaining a collector's licence from the appropriate local authority. This will be carried with me on the day and must be shown when requested.
- I will not collect on private property without first obtaining the permission of the owner. For example, a supermarket, shopping centre, fete or festival.
- I will not leave any collection tins or boxes in buildings without the owner's consent, and I will confirm with them arrangements for collection of the tins regularly.
- I will inform the charity of where collection tins or boxes have been placed.
- I will not carry out house-to-house collections.
- I will adhere to the Fundraising Regulator's guidance on collections. Standards which apply to specific fundraising methods cover behaviour standards for collections, etc and can be found in the Fundraising Regulator's Code of Fundraising Practice Standards: Specific Fundraising Methods section 7. Please read the other sections as well.

Money Handling

- I will not leave unsecured cash unattended.
- I will count cash in a secure place and, where possible, ensure it is counted by two unrelated people. When this is not possible, I will inform the charity that the money was single-counted. Please note that for some local authority licences, this is mandatory, and money can never be counted by one person.
- You must meet all rules local authorities set about making collections (these will be stipulated when applying/receiving the licence).
- I will not give children aged under 16 overall responsibility for handling money or for counting collected money.
- I will endeavour to pay all monies to ACCT UK within 28 days of the end of my event or activity. If you do not bank cash immediately, you must put it in a safe or other secure place.

Thank you for supporting ACCT UK!