



# Virtual Event – Terms & Conditions

*Please read the following Terms & Conditions of Entry carefully*

Thank you for fundraising in aid of Place2Be (a registered charity in England and Wales {1040756}, Scotland {SC038649}). These Terms & Conditions apply to all voluntary fundraising activities and by completing the Fundraising Activity Form you are agreeing to comply with them.

## Virtual Event Participation

1. By registering for a virtual event with Place2Be, you understand that you must pay an upfront registration fee. The registration fee is non-refundable, it does not contribute to your final fundraising total and cannot be rolled over to any future events. Your place is not secure until this registration fee has been paid and you have received written confirmation of your application from Place2Be.
2. You agree that you are physically capable of taking part in the event and agree to be solely responsible for your actions and agree that, save as provided elsewhere in these terms and conditions, Place2Be is not responsible for any injury or illness that you may suffer as a result of your participation in the event.
3. You accept that should any medical or physical condition arise prior to the event that is likely to affect your ability to compete, you are responsible for contacting Place2Be to advise us of your change in circumstances. You understand that, if you cannot take part in the event, any monies raised will be retained as a donation towards Place2Be and will not be refunded.
4. You will respond to any correspondence from the Place2Be Events Team marked as 'Urgent' as quickly as possible.

## Fundraising activities

5. You acknowledge that any fundraising activities you organise (e.g bake sale, quiz night) are as an independent supporter of Place2Be. It's your responsibility to refer to raising money "in aid of" Place2Be (rather than 'on behalf of').
6. You agree to act lawfully when fundraising in aid of Place2Be and comply with any instructions or guidance provided in relation to your fundraising activities.
7. You agree that it is your responsibility to organise all aspects of any fundraising activity undertaken by you and that you will be responsible for any costs, taxes, insurances or expenses incurred or arising in connection with your fundraising activities.
8. When producing any materials using the Place2Be logo, you must seek approval from the Place2Be Events Team and adhere to the house style guidelines (these can be provided on request). Our charity number must also be included.

## Sponsorship Money and Donations

9. You agree to send all the funds collected or raised to Place2Be by 1 month after your event date and in accordance with Place2Be's instructions. You may not deduct any costs incurred unless otherwise agreed with Place2Be.
10. You agree to ensure any cheques relating to your fundraising are made payable to Place2Be and sent to the Place2Be Events Team with the event name, your full name and address.
11. You agree to encourage donors and/or sponsors to make gift aid declarations where eligible, which may enable us to recover basic rate tax on such donations.
12. You will take responsibility for the safe keeping of money raised in Place2Be's name, both during and after the collections, until it is transferred to Place2Be.

[place2be.org.uk](http://place2be.org.uk)

Royal Patron  
HRH The Duchess  
of Cambridge

Registered Office: Place2Be, 175 St. John Street, Clerkenwell, London, EC1V 4LW. 020 7923 5500  
Registered Charity in England and Wales (1040756) and in Scotland (SC038649)  
Registered Company in England and Wales (02876150)



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## Use of Personal Data and Consent

13. By providing your personal information when you sign up to fundraise for Place2Be, you understand that Place2Be will contact you via phone, email and any other legitimate means in order to communicate relevant event information throughout, in the lead up to and post your participation in this event.
14. Your personal information may also be used for the purposes of sending communications to you where you have confirmed that you would like to receive further information about the charity's work when signing up to fundraise for Place2Be.
15. All personal data held by us will be handled in accordance with applicable privacy laws.

## Consent

16. By registering to fundraise in aid of Place2Be, you consent to Place2Be using photos, videos and quotes of you from the event day for any legitimate and promotional materials. Please contact us in advance of your activity if you are unhappy with this by emailing [events@place2be.org.uk](mailto:events@place2be.org.uk)
17. If you provide photographs or videos taken during your fundraising activity to Place2Be, you agree that these may be used by Place2Be for commercial and/or fundraising purposes. By sending these to us, you are also confirming that anyone featuring prominently in the photograph or video is aged 16 or over, and that they have consented to their image being used in this way.

## Liability

18. You acknowledge that you are fully responsible for your participation in the event and Place2Be does not accept responsibility or liability for any loss or damage arising from the event.
19. You accept that any risks arising out of your fundraising activities 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 your activity.
20. You will comply with any applicable laws and regulations relating to your fundraising activity, including obtaining any necessary licenses, consents or permissions e.g. if you are holding a raffle or lottery, or are proposing to sell alcohol.
21. You acknowledge and accept that Place2Be's insurance policy will not cover your fundraising activities
22. You will not do anything that threatens Place2Be's reputation or name. If you do, Place2Be has the right to ask you to stop your fundraising activity immediately.