



Declaration

By completing this form, Participants confirm that they agree to the following terms and conditions:

These terms constitute the fundraising agreement between National Energy Action (“NEA”) and you (“Participant”).

Taking Part

1. Participants understand that the event is not organised by NEA, but by a third party (“Event Organiser”). It is the Participants responsibility to read any terms and conditions issued by the Event Organiser and to comply with these.
2. By returning an online registration form Participants confirm that they are medically fit and that they participate in the event at their own risk. NEA will not be held responsible for injury or illness resulting from their participation apart from any obligations arising from any statutory responsibility.
3. All Participants must be aged 18 or over by the event date.
4. Participants acknowledge that if they are unable to take part in the event, the registration portal has closed and the charity place in the event is non-transferable, they agree to pay any registration fee NEA has paid on their behalf within 28 days of notifying NEA they are unable to take part.
5. Participants understand that, if applying for a charity place, NEA may need to notify the Event Organiser that they will be taking part and share limited personal information so that the Event Organiser can contact them to confirm their registration for the event. The application for a charity place will require positive consent from Participants to allow NEA share limited personal data. If Participants do not consent to NEA sharing limited personal information, they will notify NEA at the time of applying for a charity place. Participants understand that, if needed, it will be their responsibility to complete the Event Organiser’s registration also.
6. Participants will contact NEA if they are unable to take part in the event and forward any money raised to NEA for their work with people living in fuel poverty.

Fundraising

1. Participants will use their best endeavours to raise money for NEA in connection with their participation in the event and, aim to **raise at least the specified fundraising target of £400, not including gift aid, by accepting a charity place**. If Participants are not able to raise the minimum amount through sponsorship, they agree to cover the outstanding amount themselves.
2. Participants understand and will make clear to those who support their fundraising that any money they send into NEA will be treated as a donation and used for NEA's work with people living in fuel poverty and other projects that we run. To support all the projects that we run, please give a donation to our charity. Donations are non- refundable, even if Participants fail to take part in or withdraw from the event. If we do not have enough donations to the target amount or we have surplus donations after our work in fuel poverty, or we are unable to use it for our work in fuel

poverty, we will spend all donations on other work NEA carries out.

3. Any fundraising Participants undertake in connection with their participation in the event will be for NEA only (applicable to charity place participants) and Participants will forward all monies donated to NEA either by Just Giving, cheque, BACS transfer or via an online giving provider no later than four weeks after the event.
4. Participants will only use lawful means to fundraise for NEA and will not bring the charity's names into disrepute. Participants will observe the following fundraising rules and will comply with any further rules and requirements about fundraising of which NEA notify them:
 - Participants will not use NEA or any associated logo without first obtaining permission from NEA and will allow NEA to approve any materials produced whether printed or online.
 - Participants will tell all sponsors that they are raising money for NEA.
 - Participants will not incur any cost, claim, loss, or liability on behalf of NEA.
 - Participants will contact NEA before conducting any raffle, lottery, or public event, and comply with any guidance, guidelines or insurance and legal requirements issued by NEA in connection with this kind of event.
 - Participants will obtain approval from NEA before approaching press or celebrities to support their event.
 - Participants will secure the necessary approvals prior to undertaking street collections or collections on private property. House-to-house collections are not permitted.
5. Participants will ensure that they take responsibility for the safe keeping of money raised in NEA's name, both during and after the collections, until it is transferred to NEA and will:
 - Ensure that if collecting cash, it is counted in the presence of at least one witness and that this amount is written, signed by the witness/es and a cheque or BACS transfer for this amount is sent to NEA.
 - Send NEA completed sponsor forms with details of the names and addresses of and amounts donated or pledged by all sponsors no later than four weeks after the event. This will allow NEA to process gift aid on donations. Please note that NEA will not contact Participant's sponsors.
 - Ensure that donations of £20 or more made by cheque are payable to National Energy Action and ensure that these cheques are sent to NEA no later than 3 weeks after issue.
 - Only use sponsorship forms issued by NEA and not use any other type of sponsorship form (unless otherwise agreed with NEA).

Photos

1. Participants understand that there may be photography at the event, and grant permission for NEA to use photographs, motion pictures, quotes, or any other record of their participation in their chosen event for the purpose of marketing future events online and on print materials, for a period

of 5 years.

2. Participants understand if they do not wish for their photograph to be taken and/or used, they should inform NEA so that the necessary arrangements can be made. Participants understand that if they wish to withdraw their consent at any time, they should email michael.omalley@nea.org.uk. Participants also acknowledge that while NEA will use all reasonable endeavours to comply with any such notice of withdrawal of permission it cannot guarantee that materials in public circulation at the date on which the request is received will be withdrawn immediately.

Testimonials

1. Participants understand that if they have provided a testimonial of the event, NEA can use this for the purpose of marketing future events online and on print materials for a period of five years.

Confirmation

By agreeing and ticking the box on the website registration form, Participants confirm they have read, understood, and agree to all the terms and conditions set out above, and understand NEA may terminate the relationship if Participants are in breach of any of the terms and conditions.

For more information on our Privacy Policy, visit: <https://www.nea.org.uk/privacy-policy/>

Many thanks for your support and good luck with your fundraising!

