Fundraising Agreement for the Teapot Trust

Thank you for offering to raise money for the provision of art therapy to chronically ill children!

As you will be requesting money from the general public in support of the Teapot Trust, we are required to have a written agreement with you. Please complete and return this form to us before you begin fundraising.

Fundraiser's details

Name: _____

Address: _____

_____ Postcode: _____

Telephone Number(s):_____

Email: _____

Fundraising Activity

Description: _____

_____ Date: _____

I promise that I will…

- Raise funds for the Teapot Trust lawfully, ensuring that all relevant permissions and licences are obtained prior to the activity;
- Carry out a risk assessment, if appropriate, prior to the activity and will follow any health & safety guidance;
- Not do anything that may bring the reputation of the Teapot Trust into disrepute;
- Accept that the Teapot Trust cannot take responsibility or liability for any loss or damage, and acknowledge that I undertake this activity at my own risk;
- Observe copyright and brand guidelines, using the Teapot Trust logo only when permission has been given in writing;
- Ensure that all fundraising materials include the text 'In aid of the Teapot Trust, registered charity number SC041885';
- Acknowledge that I am not authorised to act as an agent on behalf of the Teapot Trust unless prior agreement has been given in writing for a specific task;
- Ensure all funds pledged and raised and paid to the Teapot Trust as soon as possible following the activity.

Signature: _____Date:_____

Return form to: **Fundraising, The Teapot Trust, Cockenzie Business Centre, Cockenzie EH32 0XL**
or email to **linda@teapot-trust.org**

Data Protection: By completing this agreement, you consent to us providing you with any information about any other news or events that we think might be of interest to you. If you do not wish to receive such information, you may write to us at any time or tick this box

This agreement is part of the Charities Act 1992 and the Charitable Institutions (Fundraising Regulations) 1994

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