Fundraising Registration

Thank you for wishing to fundraise for the RSPB. Before you go ahead please complete and return this form so that we can register your activity. Please read the Notes for Organisers overleaf before you sign and send in the form.

Your details

<table>
<thead>
<tr>
<th>Mr/Miss/Mrs/Other</th>
<th>Full Name:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full address and postcode</td>
<td></td>
</tr>
<tr>
<td>Date of Birth</td>
<td></td>
</tr>
<tr>
<td>Telephone:</td>
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</tr>
<tr>
<td>Mobile:</td>
<td></td>
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<tr>
<td>Email:</td>
<td></td>
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</tbody>
</table>

Details of your event

<table>
<thead>
<tr>
<th>Event Name:</th>
<th>Event Date (one off or ongoing):</th>
</tr>
</thead>
<tbody>
<tr>
<td>Event Venue:</td>
<td>Number of participants:</td>
</tr>
<tr>
<td>Event Organiser(s) (if different from above)</td>
<td>Brief Description of Event:</td>
</tr>
<tr>
<td>How much would you like to raise for the RSPB from the event?</td>
<td>Are you raising money for other charities at the same event? If so please provide details</td>
</tr>
</tbody>
</table>

*If you are under 18 you can still fundraise for us. But to protect you and us, we need you to ask someone 18 or over to fill in the form on your behalf. Or you can fundraise for us with your school or youth group.

If you are not already a member of the RSPB, please read the following:
We respect your privacy and will not sell your personal data to any third party.
The RSPB and RSPB Sales Ltd will use your details to tell you about our conservation and fundraising; to run your membership; to conduct analysis and to contact you for research purposes. If you do not wish to receive marketing information in the following ways, please tick the relevant box

[ ] Mail          [ ] Telephone          [ ] Email          [ ] Text

For further information on the full range of our activities and your privacy choices please go to the Privacy Policy on our website [www.rspb.org.uk](http://www.rspb.org.uk) or contact Supporter Services on 01767 693680.

The Royal Society for the Protection of Birds (RSPB) is a registered charity: England & Wales no 207060, Scotland no SC037654
Important notes for Organisers

The RSPB is very grateful to those who wish to fundraise for us and these guidelines are to protect you and establish clear responsibilities between yourself and the RSPB whilst you undertake your activity. Charity fundraising guidelines (please refer to the Institute of Fundraising) mean that we have to make it clear that although you are raising funds for the RSPB you are not representing the RSPB. By completing and signing this form you are agreeing to abide by these guidelines.

1. The Organiser is 18 or over.
2. The RSPB cannot accept liability for any loss, damage or injury suffered by the Organiser or anyone else as a result of taking part in a fundraising event. Please seek to get adequate insurance cover and ensure third party suppliers have likewise.
3. The Organiser should make sure they are in good health to undertake the event, and if in any doubt, gain clearance from their doctor, particularly in relation to a physically demanding activity.
4. The Organiser is responsible for all costs and expenses relating to the activity.
5. The Organiser is responsible for making all the arrangements for the activity.
6. The Organiser is responsible for obtaining any relevant permits, licences or consents for the activity.
7. The Organiser should make it clear on any publicity materials that they are raising funds for the RSPB but are not representing the RSPB.
8. The RSPB will provide the Organiser with its ‘In Aid Of Logo’ for use in publicising the activity. However, they may not use our standard logo or any images representing the RSPB.
9. If the RSPB provides the Organiser with any pre-designed materials, these must only be used for the stated activity, and any unused materials must be returned to the RSPB.
10. It is not the responsibility of the RSPB to provide prizes or celebrities for the event.
11. The Organiser is responsible for ensuring that any monies raised is sent to the RSPB.

I confirm my understanding and acceptance of the above:

Signature: _____________________________ Date: __________________

Please send completed form to:

Mrs Susan Sutton  
Community Fundraising Officer,  
RSPB, The Lodge, Sandy, Beds,  
SG19 2DL

If you have any questions please do not hesitate to contact me:

Telephone: 01767 693223  
Email: CommunityMarketing@rspb.org.uk