

CHALLENGE EVENT (MINIMUM SPONSORSHIP) POLICY STATEMENT

What we mean when we talk about a 'challenge event' is an activity or event) aimed at individuals who want to raise money for a charity of their choice.

A challenge event usually has something physically demanding about it that tests you, whether it is the environment (for example in a remote part of the country) or the activity itself that is challenging. Examples of challenge events include:

a long distance cycle ride
or a weekend trek

Sue Ryder Care works alongside challenge event companies to offer exciting challenges to those of our supporters who are looking to do something out of the ordinary and at the same time are confident they can raise the required level of sponsorship. This can come from friends and families, by holding their own fundraising activity or from employer contributions.

We will not be paying:

- ◇ non-refundable deposit to secure your place on the event
- ◇ personal spending money
- ◇ personal kit and clothing, e.g. backpack, waterproofs, bicycle
- ◇ medicines

You will be asked to sign the challenge event company's booking conditions and pay a deposit at the time you book. This deposit is non-refundable.

But, just as you need extra cover for your skiing or snowboarding holiday, so you need to make sure you have adequate cover for the added risk elements. We have made our own checks and are satisfied that the companies we work with have in place suitable insurance arrangements with reputable companies. Nevertheless, we advise you to check the policy to make sure it is suitable for your purposes. Please note that Sue Ryder Care does not take responsibility for checking that the insurance policy offered by the challenge event company is suited to your particular circumstances.

Please raise any queries about insurance or what the trip involves with the challenge event company directly.

Fundraising

We want you to have a great time, but your fundraising leading up to your departure is absolutely critical from our point of view. We imagine that you too will want to raise the maximum amount possible to enable us to continue providing our services and developing new ones.

We'll give you support in allowing you use our special logo for certain purposes, but we do expect you to use it sensibly and in a way that won't cause the public

to think badly of us. This means that your fundraising activities should be organised with safety in mind, be compliant with the law and they should not offend public decency and good taste. If we become associated with anything on the wrong side of this line, it can affect our relationship with the public. As you will be aware, like any other charity, we rely heavily on members of the public to help us continue to provide our existing services and develop new ones.

We can't avoid the subject, so we'd just like to say a quick word about finance. We recommend that you set up a page on www.justgiving.co.uk. This takes the bother out of collecting cash and cheques and getting them to us. With online giving, you can rest assured that your sponsors' donations will reach us safely and we can check this information with you when you update us with your progress. We also ask you to make sure any cash and cheques you receive on our behalf are kept in a safe place while waiting to be sent to us. Unfortunately our insurance does not cover us for any loss or theft of sponsorship money or cheques whilst in your possession.

Gift Aid

Gift Aid increases a person's donation by 28p for every £1 donated, so you should ask each of your sponsors who pays UK income tax to tick the Gift Aid box. The easiest way to do this is to use www.justgiving.com or a Sue Ryder Care sponsorship form.

And most importantly, please keep us regularly up to date with how you are getting on and the progress you are making towards achieving your sponsorship target.

Sue Ryder Care is a registered charity in England and Wales (1052076) and Scotland (SC039578). Company limited by guarantee registered in England and Wales (943228) Registered office: Kings House, King Street, Sudbury, Suffolk CO10 2ED