

Mountain Rescue England and Wales FUNDRAISING PACK



Thank you for requesting
our Fundraising Registration Pack.
And thank you for your fundraising efforts
– we couldn't do it without you!

Thanks to the money you raise, we can support the 57 mountain and cave rescue teams across England and Wales in their work delivering this vital community service at local level.

We do this through the provision of nationally-run training courses and key items of kit, as well as helping insure the team vehicles which keep the teams on the road — so their locally-raised funds can be put to use where they're needed: helping the casualty.

This pack contains everything you need to let us know what you are doing, when you are doing it and what fundraising support you need from us. We can also advise you on writing press releases, gaining auction or raffle prizes and promoting your event — you only have to ask!

To register your event, please complete pages 2 and 3 electronically and return them to events@mountain.rescue.org.uk or, if you prefer, you may complete a hard copy and post it to **The Treasurer MREW, PO Box 554, Torquay TQ1 9HG**. Once we have received your registration, we will supply you with a copy of our sponsor form.

Once you've held your event, please print off and complete the Funds Return Form on page 4, then return it to the address above, together with any completed sponsor forms and your donation.

And if you'd like to see your event featured in Mountain Rescue magazine, let us know so the Editor can talk to you about words and photos. We love to promote the good work of our fundraisers — and the quirkier the story the better!

If you require any further information or need any assistance, please don't hesitate to email us via events@mountain.rescue.org.uk.

Thank you for your support. And good luck with the fundraising!

Fundraising Event Registration Form

Please help us to offer you the best available support for your event by completing this form and returning it to us at least three weeks in advance of your event.

Name:	
Address:	
	Postcode:
Email:	
Telephone:	Mobile:
What type of event/fundraising activity are you holding?:	
How do you intend to raise funds?:	
Date of event:	
Start and finish times of event:	
Event venue & address:	
Number of attendees expected:	
How much do you hope to raise?: £	
If you intend to have an online fundraising page (eg. justgiving.com or virginmoneygiving) please give details:	

The information you provide will not be divulged to any other organisation or third party.

Thank you for your support. And good luck with the fundraising!

Fundraising Agreement

The following guidelines have been put together in order to help you fundraise. Please complete the form to show you agree with the items below. This MUST be completed and returned to Mountain Rescue England and Wales before you begin fundraising.

I agree to:

1. Use my best endeavours to raise money for Mountain Rescue England and Wales and not to do anything to bring Mountain Rescue England and Wales into disrepute.
2. Obtain and pay to Mountain Rescue England and Wales all money raised within three months of my fundraising activity (any cheques should be made payable to 'Mountain Rescue England and Wales' and sent to Mountain Rescue England and Wales, PO Box 2066, Preston PR5 9BT).
3. Show the charity any material bearing the Mountain Rescue England and Wales name or logo, or that discusses the work of the organisation, prior to printing and distribution, to ensure it adheres to our brand guidelines.
4. Ensure that all materials include the text 'Registered charity number 222596'.
5. Not carry out house-to-house collections.
6. Not collect in any public place or on a pub crawl without first obtaining a collector's licence from the appropriate local authority (usually the police or the council).
7. Not collect on private property (including shops, pubs etc) without first obtaining the permission of the owner.
8. Not hold a raffle without contacting Mountain Rescue England and Wales to arrange for a licence.
9. Inform Mountain Rescue England and Wales if you are holding an event which requires public liability insurance.

I understand that Mountain Rescue England and Wales may terminate my rights to raise funds at any time.

<i>Please return the completed form to events@mountain.rescue.org.uk.</i>	
Please detail your proposed activity:	
Date of proposed event:	
Supporter ID:	
Name:	
Address:	
	Postcode:
Telephone:	Mobile:
Email:	
Signature:	Date:

Thank you for your support. And good luck with the fundraising!

Sending us the money you raise

This form keeps a clear record of the money you have raised for Mountain Rescue England and Wales. It also enables us to thank and acknowledge receipt of your support.

Once you have finished your fundraising event or activity, please count the money. The Charity Commission recommends that at least two people are involved in handling and recording the money received, and that all cash you collect is banked by your charity as soon as possible. (See: charitycommission.gov.uk/running-a-charity/fundraising/fundraising-legally-and-responsibly).

Once you have accounted for all the money raised, the form requires two signatures: you, as the fundraiser, and a witness.

Please print and complete this form then return it, with a cheque made payable to 'Mountain Rescue England and Wales', to:— **The Treasurer MREW, PO Box 554, Torquay TQ1 9HG.**

Please complete each section using CAPITAL letters:

Section A

Full name:	Supporter ID:
Address:	
	Postcode:
Telephone:	Mobile:
Email:	

Section B

Details of how funds were raised please break down by activity):	Amount raised:
Grand Total:	£

Section C

<i>The Charity Commission require that the fundraiser and a witness must both sign to confirm that the above amounts collected are accurate.</i>	
Signature of fundraiser:	Date:
Signature of witness:	Date:

Thank you for your support. And good luck with the fundraising!