

Fundraising Agreement

Date and Time of Activity: _____

Describe the Fundraising Activity (location, activities, etc.): _____

Specify "General Fund" or department/ward to benefit from the money raised: _____

Fundraiser Details:

Name: _____

Address: _____

Postcode: _____

Telephone (H) _____ (M) _____

Email _____

Preferred Contact (please **X**): Email () Phone ()

In signing this form, the fundraiser agrees to the following conditions:

1. The Fundraiser will state they are raising money 'in aid of Brighton and Sussex University Hospitals Charity or BSUH Charity' on all receipts and communications to the public.
2. The Fundraiser will ensure all activities are lawful and/or in line with Institute of Fundraising's policies and guidelines.
3. The Fundraiser will notify BSUH Charity of any events held in addition to those listed above.
4. The Charity has the right to refuse to recognize any fundraising activities which it believes are not in the interest of the Charity.
5. The Fundraiser will keep accurate accounting records for all the monies raised on behalf of the Charity and allow the records to be open for inspection.
6. The Fundraiser will account to the Charity within 28 days of the monies being raised without making any deductions.
7. The Fundraiser may be entitled to reimbursement for reasonable expenses incurred during fundraising activities. The Fundraiser should discuss potential costs and reimbursement with the Charity prior to beginning fundraising activities.
8. This authorization represents an agreement between the Fundraiser and the Charity. The Fundraiser is not permitted to represent the Charity for any other purpose.

Signed by the Fundraiser:

Name (printed)

Signature

Date

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LET'S RAISE A CUPPA

IN SUPPORT OF

Brighton and Sussex
University Hospitals

Charity

*making it
better*

Charity Reg No. 1050864

JOIN US FOR A FANTASTIC TEA PARTY

DAY:.....

TIME:.....

AT:.....



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..... FOLD
—— CUT
—— STAPLE GUIDE



CREATE YOUR NHS BIG 7 TEA BUNTING

Print lots of these bunting pages, cut around the triangles and fold along the dotted line.

Then staple, sticky tape or hole punch them onto your ribbon or string. **HAVE FUN!**

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IN SUPPORT
OF NHS
CHARITIES



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Fold

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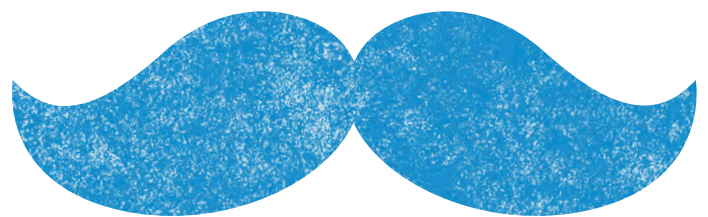
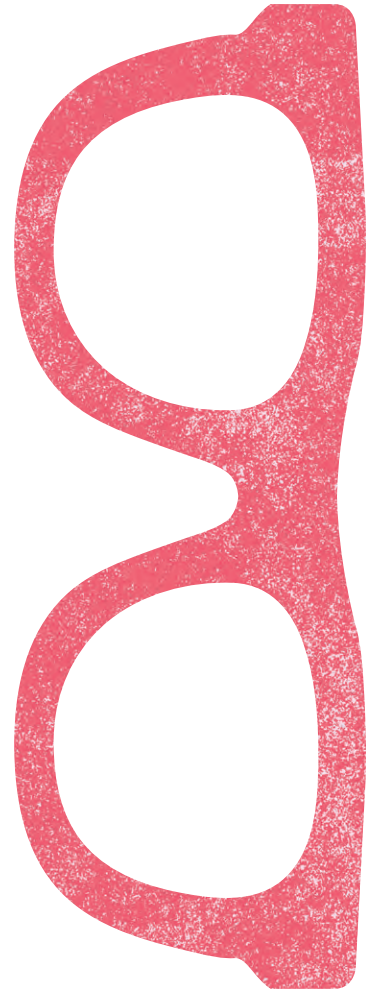
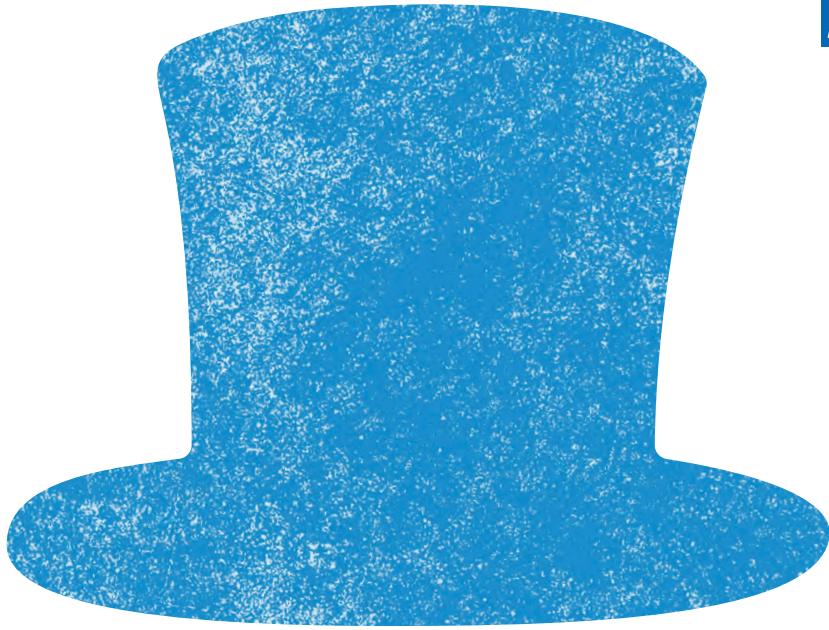
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**CREATE YOUR
 NHS BIG 7TEA
 CAKE CARDS**

These cake cards are the final touch to your tea party table!
 Print out this cake card page, cut out the individual cards and fold them in half.
LABEL YOUR CARDS, LAY OUT ON YOUR TABLE AND ENJOY!

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CREATE YOUR NHS BIG 7TEA SELFIE PROPS

Print out these selfie props and stick them onto paper straws or kebab sticks.

Hold up your selfie prop and take a fun photo. Don't forget to share with the hashtag. **#NHSBIG7TEA**