



Brighter Futures Fundraising Agreement

Brighter Futures is extremely grateful that you are willing to fundraise to support us and we want to encourage you in your efforts. To ensure you are supported appropriately and both parties meet the requirements of the Charity Commission we have listed below how we can help you in your efforts.

Our pledge to you - Brighter Futures will agree to help you with:

- Ensuring your fundraising activities are legal
- Gain access to the knowledge and experience of others
- Providing enough resource (within budget) to raise the maximum amount
- Co-ordinating all fundraising in the community
- The right guidance for the fundraising you are doing
- Ensure you comply with the Charities Act; protecting you, your donors, supporters and the general public and is within the law
- Gaining publicity for your fundraising
- Using the money you raise in the best possible way

What do we ask from you as a fundraiser?

As you have expressed a wish to raise funds for Brighter Futures we ask that you enter this agreement to ensure that you do so in the knowledge that you have been authorised by the Trustees of the Charity and have the full support of the Fundraising Team. The role of Brighter Futures Fundraising Team is to ensure that all legal requirements are met and that the administrative burden is removed from the fundraiser.

This ensures that you are advised on issues including;

- Where goods or services are being bought and sold
- Where a public street collection or raffle is taking place
- Where money is raised for a purpose which creates ongoing running costs
- Where you may incur costs in order to start fundraising
- If there is an intention to involve professional fundraisers
- Which venue and date you are planning in order to avoid duplication

As a fundraiser I agree that;

- a. Funds which are raised are only used for the purpose(s) stated below
- b. Any fundraising documentation is subject to the agreement of the fundraising team prior to its distribution
- c. I will make it clear to the public that my fundraising is being undertaken on behalf of Brighter Futures (Great Western Hospital NHS FT Charitable Fund), a registered charity (this Agreement may be used as evidence) for the benefit of _____
- d. I will act in a prudent and reasonable manner at all times, to protect the name of the charity
- e. Any receipts issued to members of the public should be issued on official Charitable Funds receipts (please request this from the office)
- f. All monies received will be paid into the Cashiers/Fundraising office within 5 working days of collection
- g. Any expenses incurred must be agreed in advance with the fundraising team and then recovered within one month
- h. If costs are incurred, that I will keep a final account of my fundraising which can be shared with the fundraising team

Fundraiser Details

Full Name: _____

Address: _____

Telephone: _____

Email: _____

Method of Fundraising: _____

Date fundraising event is planned: _____

Signed _____ Date _____

Signed on behalf of Brighter Futures Team

_____ Date _____

Your completed form should be sent to: The Fundraising team
The Great Western Hospital, Marlborough Road, Swindon, SN3 6BB