



Fundraising Do's and Don'ts

Thank you for raising money for Agents Giving. We are so grateful for your support but would urge you to remember that the responsibility for your fundraising lies with you so please make sure you stay safe and legal!

If you intend to fundraise in a public place or door-to-door, you will need to apply for a license from your Local Authority otherwise it is illegal. Also, don't forget that some people find door-to-door collecting intrusive and frightening. We would recommend you hold an event rather than a collection.

If you intend to hold a competition, lottery or raffle, please be aware that there are rules and regulations you will need to adhere to. You can check these with the Gambling Commission
www.gamblingcommission.gov.uk

Please make sure any publicity or fundraising materials state how your funds are to be donated. If all proceeds are being donated, it should say, "...in aid of Agents Giving". Alternately, it should be made clear how Agents Giving is benefiting i.e. "for every ticket sold, £2 will be donated to Agents Giving". The charity name (Agents Giving) and the registered charity number (Registered Charity 1124410) must appear on all printed material.

Make sure your venue is safe and you have permission from the owners.

Be careful about security if you are carrying extra money around – pay any money in straight away.

Thank you for your support and good luck with your fundraising!

Businesses are required by charity law to have written agreement with us if they intend to sell goods, services or run business promotions for Agents Giving. Please telephone us for details. Agents Giving logo may only be used within the brand guidelines and only by agents who have signed up to Agents Giving either as Ambassadors or supporters.

Agents Giving does not authorise fundraisers to act as agents for Agents Giving and we are not responsible for organising, supervising or hosting your fundraising activities. All activities and participation in them are at the organisers' and participants' own risk. If you need insurance, you must organise cover yourself. You must also ensure that any activities you arrange comply with all Health and Safety legislation. Agents Giving cannot accept any liability for your event.

Don't forget to:

- Email us to let us know what you're doing for your events
- Pay in your money as soon as possible after your events
- Get your team, your customers and your suppliers involved
- Have Fun!