

Saint Michael's Twilight Walk 2019



TERMS AND CONDITIONS

For participants and event attendees

Please ensure you have read and agree to the terms and conditions before registering your place on the Saint Michael's Twilight Walk 2019.

REGISTRATION

1. Participants must complete an official registration form with the correct non-refundable registration fee. On-the-day registration is not guaranteed, and Saint Michael's reserves the right to close registration when participant levels reach capacity, whether prior to or on the day of the event.
2. The registration fee contributes largely to the cost of staging of the event and includes your walker pack and fundraising materials. We will offer you the opportunity to receive this pack via email, which enables the charity to send the information more quickly and cost-effectively. All funds donated or raised in personal sponsorship go toward patient care provision.
3. Anyone under the age of 18 must be accompanied by an adult who has registered for the event. Contact details of the responsible adult must be supplied on registration.
4. Saint Michael's will only store the data of someone under the age of 18 after receiving explicit consent from a parent or guardian. If you have registered a person under the age of 18, Saint Michael's does not collect their personal information as part of the sign up process.
5. The registered lead walker will act as the emergency contact for their group. If an emergency occurs and the lead walker cannot be contacted, the lead walker's provided emergency contact will then be informed of the issue. Emergency contact details will be written on your walker's wristband on the night. It is responsibility of participants to ensure these numbers are provided on the night.
6. Transfer of places is not permitted. If, once registered, you are unable to attend the event you must inform Saint Michael's as soon as possible.

SPONSORSHIP

7. Your fundraising pack will include sponsor forms, along with tips and advice to help you raise the most personal sponsorship possible. Please let us know if we can send this pack to you via email, helping the hospice to save time and resources. Sponsor forms must be returned along with the funds raised after the event.

By ticking the Gift Aid box where applicable, we can make your donations go 25% further for our patients!

8. **Your efforts make the world of difference.** While you are not required to raise a minimum amount of sponsorship for this event, by raising the most possible, you'll enable Saint Michael's to bring care, comfort and support to a family in your local community who are living with terminal illness or bereavement. Please refer to your fundraising pack to see what a difference your fundraising makes or visit www.saintmichaelsospice.org.

9. As a thank you, any participants who raises £100 or above will receive a beautiful ceramic keepsake lantern, free of charge. This lantern must be collected on the day of the event or at a pre-determined time, as agreed with the Saint Michael's fundraising team.

10. You have a legal responsibility to ensure that all sponsorship money collected in respect of your fundraising efforts is paid directly to Saint Michael's Hospice by 31st March 2019. By doing so Saint Michael's can make sure that we are on track to achieve the best possible care to those who need it. You can return your funds via cheque made payable to "Saint Michael's Hospice", along with your sponsorship form to the Crimple House address supplied, or alternatively you can hand deliver your funds also between 9-5pm Monday to Friday. **Alternatively, why not set up a VirginMoney Giving fundraising page online. It's easy and the funds will come directly to us.** See your fundraising pack for more information or T: (01423) 878 628.

11. All funds collected/ raised in respect of your participation in events in support of Saint Michael's are raised for the sole purpose and benefit of Saint Michael's (registered charity no. 518905) and those who receive the support from its services.

By participating in the Twilight Walk you are acting as custodian of these funds only.

GENERAL

12. At the event, each walker will receive an individual wristband. Please ensure you add an emergency contact number on your wristband and wear this throughout the event.

13. For your safety and enjoyment of the event we ask that you follow and adhere to the instructions given by the organisers and volunteers. Please walk where instructed and try not to disrupt the normal flow of traffic.

14. Please sign in on arrival and sign out on completion of the walk so that we can account for the safety of all participants.

15. By taking part in the event, you consent to receiving medical treatment administered by medically qualified personnel during the event if required in any circumstances where you are unconscious or otherwise incapable of making a decision regarding medical treatment.

16. If you are unable to complete the 5k route in full you must inform a steward that you are unable to continue and hand in your walker number. Assistance can be sought if required. Saint Michael's recommend that, where possible, participants should walk with an acquaintance or stay with other participants.

17. This event involves a level of sustained physical activity and some of it takes place on public roadways at night – which is potentially hazardous. Participants make the decision to take part and must be satisfied that this activity is suitable for them as individuals. Neither Saint Michael's nor its affiliates can be held accountable for aggravation to illness or injury sustained due to participation in this activity. Participants are recommended to seek advice from their medical practitioner prior to taking part in this event, and make provisions to ensure their safe participation. Medical assistance will be available during the event, however if you are receiving treatment for severe medical conditions we would encourage that you notify the organisers at the point of registration so that best and timely support can be offered to you if needed during the event.

18. Due to uneven ground and inclines along the route we strongly advise that wheelchair users, blind or partially sighted persons are accompanied by a carer to assist. Participants should contact the organiser prior to the event to discuss any necessary requirements to ensure their safe and enjoyable participation.

19. Please keep dogs on leads at all times and take necessary precautions for the safety of other participants and dogs. Please clean up after dogs on walk — dog waste bags and bins will be available on route and from marshals. Please note, dogs may not enter King James's School buildings. Outside facilities will be made available for those with dogs.

20. Saint Michael's and its affiliates cannot supply clothing or equipment for participants during this event. Participants are asked to come equipped with whatever necessary clothing, medication and nourishment is required to enable enjoyable and safe participation in this activity.

21. The organisers aim to ensure the commencement of the event in all weather conditions; however should a decision be necessary to postpone or cancel the event, participants are encouraged to look out for bulletins through local media and Saint Michael's social media channels.

22. Should alterations to the planned activity be necessary to ensure safety of our participants, the organisers will give prior notice either before the event or on arrival to the event of any alterations made.

23. Alcohol is not permitted prior to the event. Saint Michael's reserves the right to disqualify anyone who is under the influence of alcohol, whether consumed prior to commencement or during the event. This is done in order to prevent risk to the safety and enjoyment of yourself and others.

24. By taking part, all participants confirm that they are happy for their names and any footage or photographs taken during the event to be used to publicise or report on the event and Saint Michael's generally. Should special dispensation be required, it is the responsibility of the participants to inform Saint Michael's of such requirements.

25. We recognise family and friends may wish to photograph the event, however if you are a professional or commercial photographer and plan on taking multiple photographs of participants who are not personally known to you, please contact the organisers prior to the event to obtain permission and a full briefing. In order to ensure the safety and privacy of our participants, Saint Michael's reserves the right to ask any person taking photographs to refrain from doing so.

26. Saint Michael's reserves the right to update its terms and conditions in relation to Twilight Walk at any time prior to the event. All participants will be provided with any updated terms and conditions in advance of the event or on the day of the walk.