

Registration form



Please read the following before completing the form.

You need to **click in each and every grey box (do not press the return key)** to enter information or check the appropriate box, once completed save and email to us at charity@shct.nhs.uk. All third party events, whether organised by the fundraiser or an external company, must be registered with the Charity.

About you ...

Title (tick as appropriate)	<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other:
Full name	
Company name (if applicable)	
Address (inc. postcode)	Address 1 Address 2 Address 3 Town Postcode <input type="checkbox"/> Home <input type="checkbox"/> Work (tick as appropriate)
Telephone (please supply at least one telephone number, whether mobile or landline)	Home Work Mobile
Email address	Please note: by providing your email address, you consent to receiving email communications, including fundraising messages, from us unless you have indicated otherwise by ticking the box below.
Date of birth	
How will the funds you're raising get to us? (tick as appropriate)	<input type="checkbox"/> Online – e.g. JustGiving <input type="checkbox"/> Offline – e.g. cash/cheque <input type="checkbox"/> Both If you have an online fundraising page, please give us the web address: Please note: all cash/cheques must be returned with a completed Monies return form and clearly marked with your name and the fund you're raising monies to support.
Where did you hear about Sheffield Hospitals Charity?	Sheffield Ocular Oncology Service website
Where would you like the money you raise to be spent?	Eye cancer (4393)
Why are you fundraising for Sheffield Hospitals Charity?	(e.g. in memory of a family member or friend)

About your fundraising ...

What type of fundraising event/activity are you doing?	<input type="checkbox"/> Taking part in an organised event – e.g. Great North Run <input type="checkbox"/> Organising my own fundraising event or activity (tick as appropriate)
Name of event / activity	
Date of event / activity	

Form continues overleaf....

Please note: We offer our fundraising materials free to our fundraisers to help with your fundraising. When ordering these materials below, please remember that they do come at a cost to the Charity, so please only order what you need. We try to keep to one t-shirt or vest per person. We also try to keep our administration costs low so all the money you raise can go where it's needed, therefore, we ask you to collect all fundraising materials from the Charity's offices whenever possible. Collection tins and buckets must be collected from our offices, so if this is difficult for you please contact the Charity.

Fundraising materials

Item	How many?	Size and other info req.					Getting it to you?		
		(please put the number of each size required)					Email	Post	Collect
Sponsorship form		N/A					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
T-shirt		S	M	L	XL	XXL	<input type="checkbox"/>	<input type="checkbox"/>	
Running vest		XS	S	M	L	XL	<input type="checkbox"/>	<input type="checkbox"/>	
Collection tin		<input type="checkbox"/> Yes, I need a security chain for each tin.					N/A	<input type="checkbox"/>	
Collection bucket		<input type="checkbox"/> Yes, I need a security chain for each bucket.					N/A	<input type="checkbox"/>	
Balloons		N/A					<input type="checkbox"/>	<input type="checkbox"/>	
Banners		200cm x 60cm in size, for loan only.					N/A	<input type="checkbox"/>	

Sizes: All our t-shirts and vests are unisex in style and sizes. To help you choose the correct one, the sizes in women's dress sizes are approximately:

T-shirts – Small = 6-8, Medium = 10-12, Large = 14-16, Extra large = 18-20, Extra extra large = 22-24

Vests – Extra Small – 6-8 (women's small), Small = 8-10, Medium = 10-12, Large = 12-14, Extra large = 14-16

Declaration

By signing or entering my name below I understand and agree that I'm undertaking a fundraising event or activity to raise funds for Sheffield Hospitals Charity and so all proceeds of this event or activity are the monies of the Sheffield Hospitals Charity and will be given to them at the earliest opportunity to go towards the fund I have specified on this registration form. I understand and agree that Sheffield Hospitals Charity does not accept any responsibility for this event or activity and if I'm taking part in a third party event or activity Sheffield Hospitals Charity does not accept any responsibility for my participation in this event or activity. I understand and agree that I am undertaking this event or activity at my own risk and that Sheffield Hospitals Charity is not responsible for any risk, injury, loss or damage that may result and will not be liable for any claim which may arise from this event or activity.

Sheffield Hospitals Charity strongly recommends that if you are taking part in an event organised by a third party that you make sure that party has adequate insurance and if you are using a venue that you get written permission from the venue confirming they are happy for you to use the venue for fundraising activities, that you check if the venue has sufficient insurance to cover your event or activity and that you get a copy of the venue's Public Liability insurance.

Please be aware that Sheffield Hospitals Charity reserves the right to use any fundraising details and/or photos that you provide to the Charity and/or that the Charity takes at their fundraising event(s) in our literature and promotional materials, which may include our website and social media. If you DO NOT want to feature in photos taken by the Charity at their fundraising events you need to make this known to the Charity and the photographer at the time. We will endeavor to ensure that your wishes are followed; however it is possible that you may appear as part of a large group shot.

We will respect your privacy and never sell your details to any third party. We would like to add you to our list of supporters, so we can send you information (including by email) about our work and our quarterly newsletter. You can unsubscribe at any time by emailing charity@shct.nhs.uk or calling 0114 271 1351. If you DO NOT want to receive this information by post please tick here If you DO NOT want to receive this information by email please tick here

Signature

Date