

Corporate Support

Legal and safety information

Fundraising is all about having fun and raising money but it's also subject to laws and legislation. Don't worry, though – we've broken down this need-to-know info for you. There are a number of laws and regulations governing how people can collect or fundraise for a charity. Different rules apply depending on where and how you decide to raise funds. They are designed to protect you from fraud and to ensure best practice. When fundraising for the Ménière's Society we ask you to comply with our fundraising rules and the relevant laws and regulations. It is essential that any fundraising activity/event is run legally and safely.

Note: The event's organiser is responsible for ensuring compliance with legal, health and safety standards. If your event involves the general public, it's a good idea to have Public Liability Insurance. Check first to see if your venue already has this.

The Ménière's Society logo may only be used with our specific permission. If you are fundraising for the Ménière's Society, please use our charity registration number (297246) on all publicity materials and include the disclaimer: "This event is raising funds in aid of the Ménière's Society (RCN: 297246). The Ménière's Society really appreciates your support, but is not liable for this event."

Any donations collected in one of our collection boxes are intended solely for the use of the Ménière's Society. Please return any monies raised to us as soon as possible after your event so that we can say thank you and send you your fundraiser's certificate.

Raising money or selling goods for charity in streets or public places usually requires a permit or licence from the appropriate local authority. House-to-house collections also require a licence. To collect money on private property you need permission of the owner/landlord.

Raffles, lotteries and prize draws are all governed by legislation – so before holding one and spending money on getting tickets printed, please contact us for further information if you are not sure. Also, be aware that lottery laws cover any events which are purely down to luck or chance, such as duck or balloon races.

Please take great care when handling food and work to basic rules for safe preparation, storage, display and cooking. No one likes a poorly tummy, especially as a reward for raising money for charity.

Copyright and data protection

All materials produced by the Society are copyright of the Ménière's Society and should not be reproduced or distributed either physically or electronically without the Society's express permission in writing. Thank you for your co-operation.

Make sure any electronic or paper records you keep about people involved in a fundraising event complies with the Data Protection Act. As a rule of thumb, don't keep information about people any longer than you have to, and don't share information or data about someone without their permission

Disclaimer

If you suffer with any medical conditions it is recommended you always consult your GP, consultant or therapist for professional guidance before you take part in any fundraising event or activity which could potentially affect your symptoms.



Ménière's Society The Rookery, Surrey Hills Business Park, Wotton, Dorking, Surrey, RH5 6QT

+44 (0) 1306 876 883 | info@menieres.org.uk | www.menieres.org.uk | RCN 297246

Follow us: Facebook: facebook.com/menieressociety | Twitter: [@menieressociety](https://twitter.com/menieressociety) | Instagram: [menieressociety](https://instagram.com/menieressociety)