

Fundraising Terms and Conditions for the Supporter

Many thanks for giving up your time to fundraise for the Irish Cancer Society. We are delighted to have you on board. The money you help raise goes towards funding cancer research, providing free services for people with cancer and their families, devising cancer prevention campaigns and advocating for better outcomes for people living with cancer.

We want you to enjoy volunteering with us and we take our responsibilities towards you very seriously. As a volunteer, you will also be a representative of the charity and we ask that you act within the below guidelines. Please take note of the Society's responsibilities as well as our expectations of our volunteers.

It is the Irish Cancer Society's responsibility to:

- Recognize and value you as a volunteer who makes a contribution to the care and support of people and families affected by cancer.
- Provide you with clear information and all the necessary documents to carry out your role successfully.
- Listen to and involve you in the future planning of fundraising campaign you are involved in.
- Adhere to all data protection legislation, including the General Data Protection Regulation (GDPR) effective 25 May 2018.
- Provide necessary guidelines on your safety and welfare as a volunteer.
- Provide relevant facts and information on request .
- Provide you with support, guidance and feedback from our fundraising team.
- Update you on how your contribution makes a difference.

Your responsibility:

- Fundraising activities must be conducted in accordance with all applicable laws.
- The Irish Cancer Society is happy to offer advice and guidance for co-ordinating your activity, however, the overall running of the event, including expenses, promotion, record-keeping and management is ultimately your responsibility.
- The Irish Cancer Society insurance cannot extend to volunteer events – we recommend you seek independent insurance advice.
- Please advise The Irish Cancer Society of any changes to details provided in this form prior to your event
- Before organising a public collection, please contact your local Garda station for advice regarding necessary permits
- If you are organising a raffle where tickets are to be sold to people other than your guests, you should contact us on 0818 10 20 30
- Door-to-door calls are not permissible
- If you plan to solicit contributions, sponsorship, or in-kind gifts from businesses, please provide us with a list of potential business sponsors for review and approval prior to approaching. A list of all goods and services donated by companies should be submitted when making final remittance to The Irish Cancer Society
- Approval to repeat an event must be requested each year from The Irish Cancer Society
- The sale of CDs, books, calendars and other similar items: Due to the number of requests we receive to support this type of initiative, we have adopted a policy

- Remember to use common sense when it comes to health and safety. Where food is involved, please take care and work to ensure safe preparation, storage and cooking. Please follow good hygiene practices.
- The fundraiser is solely responsible for the co-ordination and management of the project, including: distribution, sales, finances and publicity
- Raffle and sale of property: The Irish Cancer Society does not participate in or promote private property raffles or lotteries
- PR and marketing: We cannot provide direct PR and marketing support to your event, however we are happy to provide support on social media where possible and agreed in advance
- Do not smoke or vape while representing the Society or wearing Society branded items
- Treat everyone you encounter in your role with respect and dignity. Harassment or discrimination of any kind on the basis of gender, race, ethnicity, age, disability or sexual orientation will not be tolerated. If any form of sexual harassment or any other inappropriate behaviour is directed towards a volunteer or staff member it must be reported immediately to a member of the fundraising team