The Humber Bridge



5k Santa Fun Run

10 December 11.00am

Registration pack



Contents



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- Ideas on how to fundraise
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- **Emergency contact form** (please fill this in and return on the day)
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The Humber Bridge 5k Santa Fun Run

Registration on the day

Thank you for registering!

Thank you for registering for The Humber Bridge 5k Santa Fun Run on Sunday 10 December 2017. We hope you're looking forward to our event.

Below are a few simple on-the-day instructions for you:



We ask you to arrive at 10.30am for an 11am start.



The Canine Partners registration stand will be near to the Information Centre at the bridge. You will need to come to the stand to register before the run. Any sponsorship money raised can be handed in here on the day.



Santa suits will be available for collection from the Canine Partners registration stand



_ You will be running/walking/wheeling over the west side of the Humber Bridge. The route is safe and suitable for wheelchair users.



Please bring your completed emergency contact form along to the stand, unless we have already received it.



Hot refreshments will be provided at the end of the route.



Dogs are welcome but must be kept on a lead.



In emergencies it is advised to call 999 immediately.



Please be safe by following the Highway Code at all times. Please also be aware of others around you. Marshalls will be located on the route to help you should you need it.





Humber Bridge car park, Humber Bridge, Hull

Address: Humber Bridge,

Ferriby Road.

Hessle

HU13 OJG

For satellite navigation use the following postcode HU13 OHX.

From the A63: Leave A63 (signposted Beverley/Humber Bridge). Take the outside lane. At the roundabout take the 2nd main exit (signposted Humber Bridge viewing point). Proceed along this road (Ferriby Road) and follow signs for the car park.





Fundraising ideas



There is no minimum sponsorship. However we ask you to raise as much as you can for us as it all helps our cause!

Here are some fun ways that you can raise money

- Have a cake sale at work or school sell some cakes and goodies at your work place, school or sports club and reach your target before you know it
- Run a sweepstake for people to guess your run time
- Hold a lunch, picnic or drinks party invite friends and colleagues to a drinks party or meal with all donations going towards your fundraising
- Sponsorship from friends and family

Please send in all sponsorship money no later than Monday 15 January 2018. You can also hand your sponsorship money in on the day at the Canine Partners registration desk.



JustGiving^{**}



You can also raise sponsorship by setting up a JustGiving page.

Opening a JustGiving site is quick and simple and makes it easy for friends, colleagues and family to sponsor you.

You can set up your page by visiting justgiving.com.

Once you have set up your page we can then send over text and photos for you to add to your page.

Sponsorship Form



Name of event: .	Name of event:	Please help to ra contribution will disabilities, enak by being partne	ise money f help to tran bling them tred with hig	Please help to raise money for Canine Partners. Your contribution will help to transform the lives of people with disabilities, enabling them to lead more independent lives, by being partnered with highly trained assistance dogs.	our ople with lent lives, dogs.
Name:	Name: Address:	 Just £5 could buy tasty dog treats for training Just £30 could pay for a dog bed Just £100 could teach a canine partner how to unload a washing machine 	ly tasty dog t oay for a dog teach a canin ning machine	reats for training bed e partner how	
Gift Aid is a simple way to make your dc Please include your address and sign the Gift A less income Tax and/or Carital Gaire Tax than t		If you would like to rec please tick here at means every £1 you give, one I have made toody, in the past you give, they have made toody, in the past you give, they have made toody, in the past you give, they have made toody, in the past you give, they have made toody, in the past your favour fav	eive news or in it's worth £1.25 to the following the foll	If you would like to receive news or information from Canine Partners, please tick here	:ners, st to you. rstand that if I pay
Sponsors Name	Address (Compulsory for Gift Aid donation)	Postcode	Total £	Signature for Gift Aid	Received

Sponsorship Form



Fundraising ideas

- Coffee morning
- Run a sweepstake
- Car boot sale
- Sponsorship from friends & family

School non-uniform day

Babysitting Cooking

- Cutting lawns
- Take on a challenge · Hold a lunch, barbecue or drinks party



Sponsors Name	Address (Compulsory for Gift Aid donation)	Postcode	Total £	Signature for Gift Aid	Received
			Total	4	



caninepartners.org.uk

T: 08456 580480 F: 08456 580481 E: info@caninepartners.org.uk

The Humber Bridge



5k Santa Fun Run

Emergency contact form

In case of an emergency you must complete the form below and bring it with you to the Humber Bridge 5k Santa Fun Run. Alternatively please email your form in advance to charlottej@caninepartners.org.uk.

Name:
Contact telephone number:
Emergency contact name:
Emergency contact telephone number:
Do you have any medical conditions or accessibility needs that we should be made aware of:

Please hand your form in to our registration stand before the start of the Humber Bridge 5k Santa Fun Run

Humber Bridge 5k Santa Fun Run Terms and Conditions



These terms and conditions apply to your participation in the Humber Bridge 5k Santa Fun Run in 2017.

General

- All registration fees are non-refundable as these cover the cost of the charity administration for the event. Refunds will only be given in the case that the event is cancelled due to unsafe weather conditions
- Participants are responsible for their own medical condition. If participants are in any doubt about their physical ability to take part in the Humber Bridge 5k Santa Fun Run then they must consult their general practitioner prior to the event. Canine Partners will be organising this event following best practice guidelines and health and safety standards. Participants enter the Humber Bridge 5k Santa Fun Run at their own risk and Canine Partners and associated companies shall not be liable for any injury or loss to participants or their property that may occur as a result of their participation in the Humber Bridge 5k Santa Fun Run event other than where such injury or loss is a result of Canine Partners negligence. You will be asked to complete an emergency contact form and declaration of health at the time of signing up or on the day.
- Canine Partners takes all reasonable steps to minimise the risk of injury to participants during fundraising events. There is a stringent risk assessment process in place for each event, which aims to minimise or eliminate the risk to everyone taking part. By taking part in this event, all participants acknowledge that there may be conditions or circumstances beyond our control that can lead to unforeseen risks. If you have any concerns or queries please contact us before agreeing to take part in this event by email: charlottej@caninepartners.org.uk or call 01530 225935.
- Canine Partners reserves the right to refuse entry if, for whatever reasons, it is deemed unsafe for the participant to take part. Canine Partners operates a no smoking policy at events, and respectfully asks all participants along with their supporters to refrain from smoking at the event. Canine Partners respectfully asks all participants along with their supporters to refrain from using aggressive or abusive language towards our organisers and volunteers.

Sponsorship

- All sponsorship money raised is separate to the registration fee, which must be paid by the participant.
- There is no minimum sponsorship but we ask that you try to raise as much as possible.
- Canine Partners must receive all sponsorship money by Monday 15 January 2018. All participants
 have a legal responsibility to ensure that all monies and donations received for the Humber Bridge
 5k Santa Fun Run are paid to Canine Partners. No sponsorship money can be used to pay for
 expenses.
- If a registered participant withdraws from the Humber Bridge 5k Santa Fun Run then all sponsors should be notified and should contact the Charity in writing should they wish their sponsorship to be refunded.
- All monies raised should be sent with the sponsorship form and cheque made payable to Canine Partners:

Canine Partners Midlands Centre

Ashby Lane

Osgathorpe

Leicestershire LE12 9SR

• Money raised can also be handes in on the day of the event at the Registration Desk.

Spectators

• All spectators at the Humber Bridge 5k Santa Fun Run event do so entirely at their own risk and Canine Partners shall not be liable for any injury or loss that might occur as a result of their attendance other than where such injury or loss is a result of Canine Partners negligence.

Dogs

• We ask that all dogs are kept on a lead at all times and that owners clear up after their dogs.



Children

- Children's price tickets are available to children aged 16 and under. All children aged 16 and under participating in the Humber Bridge 5k Santa Fun Run must be accompanied by an adult at all times during the walk. Canine Partners cannot accept responsibility for children aged 16 and under without adult supervision.
- By taking part, all participants confirm that they are happy for their names and any footage or photographs taken during their participation in the Humber Bridge 5k Santa Fun Run to be used to publicise future events, including television broadcasts, publications, marketing material and other documents that may be made available to the public. Canine Partners will not provide your details to third parties.

By agreeing to these terms and conditions I agree to:

- 1. use my best endeavours to raise money for Canine Partners, and not do anything to bring Canine Partners into disrepute.
- 2. obtain and pay to Canine Partners all money raised within one month of my fundraising activity.
- 3. show the Charity any material bearing the Canine Partners' name or logo, or that discusses the work of the organisation, prior to printing and distribution.
- 4. ensure that all materials include the text 'Canine Partners, registered charity in England and Wales (803680) and Scotland (SC039050). A company limited by guarantee, registered in England and Wales company number 2516146. Registered office: Mill Lane, Heyshott, Midhurst, West Sussex, GU29 0ED.'
- 5. obtain prior approval from Canine Partners before approaching any companies, press or celebrities to support sponsorship.
- 6. return any unused fundraising materials that I will not require in the future to Canine Partners.
- 7. inform Canine Partners at the earliest possible opportunity if I have had to withdraw from or cancel my participation due to injury or other circumstances. I understand that Canine Partners may terminate my rights to raise funds.

By agreeing to these terms and conditions I agree not to:

- 1. carry out house-to-house collections.
- 2. collect in any public place without first obtaining a collector's licence from the appropriate local authority (usually the police or the council).
- 3. collect on private property (including shops, pubs etc) without first obtaining the permission of the owner.
- 4. hold a raffle over more than one day without obtaining a licence from my local authority.
- 5. resell or offer for auction any Canine Partners merchandise without Canine Partners' permission. I shall also pass 100% of all proceeds from any permitted activity of this type solely to Canine Partners.