

## Event terms and conditions

By registering for a challenge or special event with the Spinal Injuries Association (referred to as "SIA" throughout) participants are agreeing to the following terms and conditions.

### **General - special events (applicable to, black tie events, polo/race days, golf days, lunch events)**

- If participants are registering other participants into an event, they are accepting the terms and conditions on behalf of those participants and are confirming they have been given the authorisation to do so.
- SIA reserves the right to close registration when participant levels reach capacity.
- Participants under the age of 16 years must be accompanied by a parent or guardian, who will take full responsibility for them throughout the event. This must be flagged with SIA prior to the event.
- It is illegal for participants under the age of 18 to consume alcohol and underage drinking is strictly forbidden at any SIA event. If participants under the age of 18 is found drinking alcohol, they and the adult responsible for them at the event will be instructed to leave.
- Participants under 18 may participant in gambling at the event, this includes raffles and lotteries unless prizes are age restricted (for example, alcohol or tobacco). SIA reserves the right to refuse to sell tickets to participants at any event at their discretion.
- If participants arrive late, or do not turn up to the event, tickets are non-refundable without exception.

### **General - challenge events (applicable to, bike rides, runs or any sponsored challenge)**

- If participants register, other participants for an event i.e. for a team event, they are accepting the terms and conditions on their behalf and are confirming that they have been given the authorisation to do so.
- SIA reserves the right to close registration when participant levels reach capacity.
- Participants under the age of 16 years must be accompanied by a parent or guardian, who will take full responsibility for them throughout the event. This must be flagged with SIA prior to the event.
- It is illegal for participants under the age of 18 to consume alcohol and underage drinking is strictly forbidden at any SIA event. If anyone under the age of 18 is found drinking alcohol, they and the adult responsible for them at the event will be instructed to leave.
- 100% of participant's sponsorship money must be paid to SIA within four weeks after the event date.
- Participants agree to try and raise the suggested minimum sponsorship amount specified for the event to prevent SIA from making a financial loss in staging the event.
- Participants agree to pay 100% sponsorship money raised no more than four weeks after the event date.
- Unless otherwise agreed in writing, participants must not use their event for any commercial gain or use the challenge to fundraise for any other individual or organisation.
- Participants agree that they will follow instructions provided to register for the challenge event by the specified deadline. Failure to do so will result in the loss of their place.
- Participants agree to inform SIA immediately if they are unable to take part.

- If a participant has raised sponsorship and subsequently decides not to take up their place, they must make every reasonable effort to contact their donors and offer the option to either, request a refund or, allow the charity to keep their sponsorship.
- When securing sponsorship, participants must be clear with potential donors about the challenge they are taking on and how the money raised is going to SIA.
- Participants must purchase their own travel insurance for any challenges taking place overseas.
- Participants agreeing to take part in a challenge for SIA are agreeing to ensure they prepare for that challenge sufficiently and possess the right level of fitness to participate safely.
- If sponsorship raised by a participant is contributing towards covering the costs of participating in the challenge or benefitting a participant in any way, participants must be completely transparent with donors.
- Participants must carry out any fundraising activities in accordance with the guidelines set out in the fundraising code, for guidance please defer to the code (<https://www.fundraisingregulator.org.uk/code>) or contact SIA's fundraising team on 01908 604191 / [supportercare@spinal.co.uk](mailto:supportercare@spinal.co.uk).

### **Event changes, cancellations and refunds (applicable to all events)**

- Once registered for a challenge event, participants will receive written confirmation of their place. Participants entry fee and any other fees associated with events are non-transferable and non-refundable.
- Refunds for special events will follow the schedule below.
  - Cancelled 30 days prior to the event date – no refund will be issued
  - Cancelled 60 days prior to the event – 50% refund
  - Cancelled more than 60 days prior to event – full refund
- SIA reserves the right to change any details of the event, such as line-up, event date, changes to timings, or make any other amendment to the event deemed necessary to stage the event. Any change to the event will be communicated to participants as soon as reasonably possible.
- Refunds can be requested in the event of any date change. No full or partial refund shall be made for any change in start time for an event provided the event takes place on the specified date of the event.
- In the event of a force majeure, SIA reserves the right to amend the event format or cancel the event due to circumstances beyond reasonable control or for any safety related reason with no further liability whatsoever arising from such cancellation. In the event of SIA cancelling, the participant will be offered a full refund unless the place can be transferred to a different date.
- If Government restrictions prevent SIA from holding the event, a full refund will be offered for ticket/team sales. SIA will endeavour to postpone rather than cancel the event. If SIA postpones the event, ticket monies can be transferred to the next applicable event.

### **Liability (applicable to all events)**

- Participants agree to take part at their own risk. SIA shall not accept liability for any injury to any person as a result of participation in any event. All SIA challenge events and venues for SIA special events are facilitated by a separate booking provider, who hold liability for participation in the event.
- SIA shall not accept responsibility for loss of or damage to participants' property or property belonging to third parties.



- Any participant who is removed from an event acting negligently, maliciously, with wilful misconduct or otherwise without due care and attention for the running of the event, or for other participants, SIA staff or SIA volunteers is not be entitled to a refund.
- SIA reserves the right to remove participants from its events at any time.

### **Harassment Prevention (applicable to all events)**

- SIA is dedicated to ensuring a safe and respectful environment for all participants. Any form of harassment, including by third parties or representatives of SIA, is strictly prohibited.
- Participants are required to report any harassment incidents to SIA staff immediately. SIA will consider what action would be appropriate to deal with the incident unless there is illegal conduct, in which eventuality SIA will inform the relevant authorities.

### **Communications and marketing (applicable to all events)**

- By registering for an event, participants are agreeing to SIA holding participant contact details on their database.
- By registering for an event, participants agree to receive emails, mail and texts regarding information about this event, which may include pre-event communication and post-event communication.
- Photographs and video footage taken during the event may be used to publicise this event and the work of SIA. By signing up to these terms and conditions participants are giving permission to be included in photos and videos. If participants or any of their guests do not wish to appear in any photographs or films, please notify a member of the SIA event team.
- Personal information will be stored, used by the event organiser and their partners in connection with the organisation, staging and administration of the event. We will not pass your personal details on to any third-party organisations outside of the event suppliers.

SIA reserves the right to update their terms and conditions in relation to an event at any time or prior to the event day.



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