

STAY LEGAL AND KEEP IT SAFE

WE ARE
MACMILLAN.
CANCER SUPPORT

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.

Collections

Collections are a great way to raise money, especially in a busy area. However if you're planning a collection that takes place in a publicly owned place then this is governed by strict legal requirements and must be licensed by your Local Authority (Northern Ireland has slightly different regulations).

Before you approach your Local Authority for a license, please advise us of your plans and await approval. Licenses are not required on privately owned land – just ensure you have the permission of the owner or business.

Raffles and lotteries

Raffles, lotteries and prize draws are all governed by legislation – so before holding one and spending money on getting tickets printed, please contact our Fundraising Support Centre. Also, be aware that lottery laws cover any events which are purely down to luck or chance, such as duck or balloon races even.

Insurance

When you organise a fundraising event, you're responsible for making sure it poses no risk to others. That's why we'd recommend you take out public liability cover for events such as a sponsored walk or sports event. Unfortunately, Macmillan's own policy won't cover you but we can advise you about the kind of cover you need. Just get in touch with our Fundraising Support Centre.

Food hygiene

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.



Data protection

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. For further details of our Data Protection policy please refer to [macmillan.org.uk/termsandconditions/privacypolicy.aspx](https://www.macmillan.org.uk/termsandconditions/privacypolicy.aspx)

If you have any further questions, or if you have any specific fundraising ideas you want to discuss you can contact our friendly fundraising team on **0300 1000 200** or at fundraising@macmillan.org.uk