

Diabetes Research & Wellness Foundation

Please complete front & back of form to request one of our collection boxes



COLLECTION BOX ORDER FORM

I would like a collection box for: use at an event use at a workplace
If you are collecting at an event, please tell us more about the event:

Surname: _____ Title: Mrs/Mr/Miss/Ms (Delete As Appropriate)

Forenames: _____

Company / if a Community Fundraiser (please leave blank): _____

Address: _____

_____ Post Code: _____

Telephone (H) _____ (W) _____

(Mobile) _____ Email Address _____

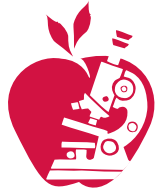
TERMS & CONDITIONS:

I accept responsibility for my Diabetes Research & Wellness Foundation Charity collection box. I undertake to use the collection box solely for the benefit of the Diabetes Research & Wellness Foundation (registered charity no. 1070607). Please tick to confirm you are happy to comply with these terms and conditions:

REGISTERED OFFICE:

Northney Marina, Hayling Island, Hampshire PO11 0NH
Telephone: 023 9263 7808 • Email: enquiries@drwf.org.uk
Registered Charity No: 1070607 • Registered in England • Company No: 3496304
Company Limited by Guarantee

www.drwf.org.uk



Diabetes Research & Wellness Foundation

COLLECTION BOX

CODE OF FUNDRAISING PRACTICE AGREEMENT

THANK YOU

for kindly collecting on behalf of the
Diabetes Research & Wellness Foundation.
We very much appreciate your support.

- Collectors must be 16 years of age or over and undertake their work in a manner which will maintain the high standing of Diabetes Research & Wellness Foundation (DRWF) and which in no way places undue pressure on donors.
- Collectors must notify DRWF immediately if they have reason to believe that the contents of boxes are being pilfered or interfered with in any way.
- Collectors must return the certificate of authority to DRWF on ceasing to act as a collector or at any time on demand by DRWF.
- Boxes must be emptied and the proceeds counted every 3 months and reported to the Community Fundraiser at fundraising@drwf.org.uk.
- Contents of the box must be emptied and counted by the siteholder and witnessed.
- Before opening the box please ensure there has been no evidence of tampering and after emptying, please ensure the box is securely sealed again before re-siting it.
- Please bank all proceeds from your boxes and send a cheque made payable to Diabetes Research & Wellness Foundation. Please post to the Community Fundraiser, DRWF, 010 – 012 Northney Marina, Hayling Island, Hampshire, PO11 0NH.
- Once we have received your cheque you will be sent an official receipt, dated and stating the amount banked for you to display.

Signed: _____

Name: _____ Date: _____

*Please make sure you understand the code of practice as detailed above
and then sign date and return a copy of this agreement to us.*