

FUNDRAISING ON BEHALF OF CLAIRE HOUSE — QUICK GUIDE

Thank you for representing Claire House and fundraising on our behalf. Please follow these simple rules to keep your fundraising legal, safe, and respectful.

✓ BE HONEST AND TRANSPARENT

- Always state you are fundraising **“on behalf of Claire House Children’s Hospice”**.
- Share accurate information about Claire House and how funds will help.
- Never mislead or exaggerate.

✓ FOLLOW THE CODE

- Comply with the Code of Fundraising Practice. (See QR code below)
- Treat everyone fairly and avoid pressuring anyone to donate.
- Take extra care with vulnerable people and children.

✓ STAY SAFE AND LEGAL

- Licences may be required for street or door-to-door collections. Double check with Claire House that these are in place before you begin.
- Under 16s cannot do street or door-to-door collections; 16–17s need adult supervision.
- Choose safe venues and activities.

✓ HANDLE MONEY RESPONSIBLY

- Use official Claire House materials where provided.
- Keep cash secure and transfer funds promptly.
- Provide receipts if requested.

✓ PROTECT PRIVACY

- Do not share personal data.
- Respect donor wishes, including anonymity.

✓ ASK FOR HELP

- Contact our fundraising team for advice: **0151 343 0883**
- Visit **www.clairehouse.org.uk**.

