

Fundraising and the Law

Everything you do when you are raising money for Thurrock and Brentwood Mind needs to be both legal and safe. Please read the important information below:

Lotteries and Raffles

There are strict and complex laws relating to raffles, lotteries and betting. There are also legal requirements regarding prizes, the cost of running a raffle or lottery and the way they are organised. The following guidelines relating to small lotteries which are probably the most relevant to your fundraising, please do give us a call or look at the useful websites below if you are not sure.

Small Lotteries and Raffles

Where a lottery or raffle is part of a social event e.g. quiz night or fete, then different provisions apply (no formal licence of authorisation is necessary):

- Lottery and raffle tickets must not be sold by, or to, anyone under 16. Maximum of £250 can be spent on prizes.
- Donation prizes can be of any value, but no prize can be given in cash. Tickets must not be sold outside of the premises or grounds where the function is held.
- The tickets must be sold, and results announced during the event.

Raffles with customers and those which are not part of a social event need to be handled differently, you must contact your local authority to obtain a licence. Please check local authority website for details on cost and applying for a small lotteries licence.

Licences and Insurance

Please check if your event needs a licence. You will need a local authority licence for street collections unless the land is privately owned, in which case ask the owner's permission. If it's a shopping centre, please ask the local council, if it's a pub, please ask the landlord and if it's your workplace or school, then please ask the manager or head teacher.

The owner, company or school may already have suitable insurance cover for your event, unless it is unusual, but please do check. If you are organising a large event, it would be worth getting abandonment insurance, which will cover all your costs if you must call the whole thing off due to adverse weather etc.

Entertainment

If you are planning to have any form of entertainment (music and dancing) at a venue that does not have a Public Entertainment Licence, you may need to obtain one from your local authority.

No licence is required for performances of a play, exhibition of film on a “non-profit” basis, playing of live and recorded music if between the hours of 8 am and 11 pm providing the audience does not exceed 500. However, please check the copyright provisions. Please check your local authority website for the latest information.

Food and Drink

If you are providing food at your event, every person involved in the preparation and serving must have a basic understanding of food hygiene. Always ensure that you provide food allergy details. It’s a good idea to keep one empty food package, which provides all information on ingredients to show to anyone who may have food allergies.

Useful Websites

Fundraising

www.institute-of-fundraising.org.uk

Raffle and Lottery Regulations

www.gamblingcommission.gov.uk

Food Safety and Hygiene

www.food.gov.uk

Contact

We always love to hear from anyone kind enough to fundraise for us. Please get in touch if you would like some support with your fundraising idea or if you have any other questions.

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