

## Shine Local Event Rules

These Rules (the “**Rules**”) apply to the Shine Local Biggar event taking place on Saturday 15<sup>th</sup> November (the “**Event**”) and by registering for the Event, you agree to comply with them. The Event is organised by Biggar Local Committee (“**we**”, “**us**”, “**our**” and the “**Committee**”) on behalf of Cancer Research UK Trading Limited (a company registered in England and Wales, registered office: 2 Redman Place, London E20 1JQ, registered company number: 4355631). Cancer Research UK Trading Limited gift aids its taxable profits to Cancer Research UK (a registered charity in England and Wales (1089464), Scotland (SC041666), the Isle of Man (1103) and Jersey (247)). ‘Cancer Research UK’ and ‘Cancer Research UK Trading Limited’ are together (“**CRUK**”).

### Participant Entry

1. Participants are only eligible to take part in the Event if they have:
  - i. paid the £15 entry fee at the time of registration and
  - ii. committed to aim to fundraise a minimum of £40 for Cancer Research UK.
2. Entry fees are non-refundable unless we change the Event venue, time and/or date in a material way and you are no longer able to attend the Event, or if we cancel the Event altogether. We ask that you let us know as soon as possible if you need or want to withdraw from your Event for any reason. Furthermore, where we have a right to refuse your entry to the Event under these Rules, no refund will be given.
3. Entrants under the age of 18 must have the permission of their parent or legal guardian before registering to take part in the Event.
4. Participants under the age of 16 must be accompanied at the Event by their parent or legal guardian (or by an over 18-year-old who has the permission of that participant’s parent or legal guardian).
5. We reserve the right to refuse entry to any participant who is under age or unable to provide their event registration confirmation, photo ID or other satisfactory proof of age when requested to do so by an Event official.
6. Entry places in the Event are personal to participants and you may not transfer your place to anyone else, as it may cause problems of identification in the event that medical assistance is required during the Event, for example.
7. We are unable to accept any entries to the Event on the day to help ensure that the events we run are safe. The Event has an allocated capacity that the Event team must adhere to and the contact details for all participants must be held in advance in the case of an emergency.

### Changes and Last Minute Arrangements

1. We reserve the right to postpone and/or cancel the Event in our absolute discretion due to factors such as (but not limited to) adverse weather conditions.

### General Health and Safety

1. Participants must ensure they are sufficiently fit and healthy to take part in the Event. Anyone unsure of their physical ability to take part in the Event must seek medical advice from a General Practitioner prior to the Event. It is recommended that pregnant women should consult their General Practitioner before taking part in the Event.
2. We reserve the right to refuse entry to the Event in our absolute discretion if for whatever reason we consider a person unfit to take part. We may also ask you to withdraw during the Event if we have concerns about your ability to complete it due to fitness, injury or otherwise. If you continue, you do so with the understanding that you absolve us and CRUK of all and any responsibility and progress entirely at your own risk.
3. This event takes place in the evening and night times where courses are likely to be less visible. The course is also likely to use live roads. Participants acknowledge the risks associated with this.
4. All participants, volunteers and spectators enter and attend the Event entirely at their own risk.
5. Participants are responsible for ensuring they are wearing appropriate attire (including footwear) when taking part in the Event, taking into account the nature of the Event, the weather forecast and the terrain involved. We reserve the right to refuse entry to the Event to anyone with inappropriate or missing equipment or clothing.
6. All participants wanting to take part in the Event in a wheelchair must refer to the online Event page or contact the Committee to confirm that the course is suitable for wheelchairs.

7. Participants can take part in the Event with prams/pushchairs. To find out if your event is suitable, check the online Event page or contact the Committee before entering. All participants who are bringing a pram/pushchair to their Event should use the pram/pushchair to accommodate their child and follow instructions given by the Committee and officials on the day to include starting the event at the back of the walkers to ease congestion
8. Participants can take part with their dogs at the Event. Any participant bringing a dog to an Event must act in a responsible manner by making sure that:
  - The dog is kept on a lead, under close control at all times, and any usual equipment (muzzle / harness etc) used to control the dog is employed on the day.
  - The dog has a collar with a clearly identifiable tag.
  - Adequate water is supplied for the dog to keep them hydrated.
  - Any dog mess is cleaned up and disposed of responsibly.
  - All instructions given by the Event Manager and officials on the day are adhered to, including participants with dogs starting the Event at the back of the walkers if required.
9. Participants must contact the Committee or report to an Event marshal, should they decide not to finish the route before the close of the Event.
10. All participants must walk with care and attention and abide by the UK Highway Code and any other rules stipulated by the Committee, Event marshals, police and officials.
11. First aid facilities will be provided. Any major incidents should be reported to 999.
12. By taking part in the Event, you consent to receiving medical treatment administered by medically qualified personnel during the Event if required in any circumstances where you are unconscious or otherwise incapable of making a decision regarding medical treatment.

#### Liability

1. The Committee and CRUK shall not be liable for any injury or loss to persons or their property that might occur as a result of their participation in or attendance at the Event other than in respect of any death or personal injury arising out of the Committee's or CRUK's negligence. For the avoidance of doubt, nothing in this clause shall exclude or limit the Committee's or CRUK's liability for any liability that cannot be excluded or limited by law.

#### Conduct

1. All participants and supporters must abide by the Rules and any rules, instructions or regulations displayed or given on the day of the Event by police and/or Event officials.
2. We respectfully ask that all participants and supporters do not use aggressive or abusive language towards our Event organisers, marshals, officials, volunteers and other participants. You should also avoid behaving in a way which may cause injury or harm to other participants and/or spectators, or which may cause offence or damage the reputation of CRUK.
3. Any participant that is suspected of being under the influence of alcohol or illegal drugs will be refused entry and will not be allowed to participate in the Event.
4. Cancer Research UK opposes the promotion and use of tobacco in all its forms. All participants and supporters are therefore required to refrain from smoking tobacco products or e-cigarettes at the Event.
5. We ask all participants and supporters to be respectful of local residents whilst out on the Event route and not to make any excessive noise.
6. We respectfully ask that all participants and supporters do not drop litter but instead use the litter and recycling facilities available within the venues and around the course or take litter home to dispose of responsibly.
7. We reserve the right to ask participants and supporters to leave an Event if they do not adhere to these Rules, and no refunds shall be given in these circumstances.

#### What you must bring on the day

You must bring the following items with you:

- Water
- Any medication that you may need (e.g. inhalers)

We recommend that you bring the following items with you:

- Full water bottle and food as required
- Suitable high visibility clothing and footwear (taking into account the weather forecast)
- A mobile phone with full battery
- The emergency procedure and emergency contact details (provided at the start)
- A full route map and instructions
- A torch
- Anything that makes you glow such as glow sticks, but they will be available for a donation on the night

#### Use of Personal Data

1. The personal data you provide to the Committee and/or CRUK when you register for the Event will be used for the purposes of organising, staging and administering the Event, including sending you your fundraising pack. The Committee and/or CRUK may also contact you to discuss your fundraising activity and follow up on your progress.
2. Your personal information may also be used for the purposes of sending communications to you where you have confirmed when registering for the Event that you would like to receive further information about the work of the Committee and/or CRUK.
3. If you provide personal data on behalf of additional entrants, please only provide this if they have confirmed that they are happy for you to do so as we will use this information for the same purposes.
4. In the case of an emergency, the Committee and CRUK may pass any personal details provided by you (either when registering for the Event or otherwise) to the emergency services or health care professionals, and also use them for the purposes of contacting your emergency contacts.
5. First aid facilities will be provided at each Event. **If you are treated by medical providers, your details may be passed to the Committee and to CRUK.** We shall only use these details for health and safety purposes and to fulfil our legal obligations (including those under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013.) All medical details will be held on the CRUK Accident Database.
6. All personal data held by CRUK will be handled in accordance with applicable privacy laws and CRUK's Privacy Statement which can be found at [www.cruk.org/privacy](http://www.cruk.org/privacy).

#### Photography/Videography

1. By taking part in the Event, all participants, volunteers and spectators agree that they are happy for their names and any video footage, stills or photographs taken of them during the Event by the Committee or CRUK (or by their service providers or agents) to be used by the Committee and CRUK to publicise the Event and for commercial and/or fundraising purposes including, but not limited to, television broadcasts, advertising, publications, marketing material, merchandise, social media, personalised direct mail, social media and other documents that may be made available to the public.
2. The Committee and/or CRUK may appoint third party photographers to take photographs at the Event. All participants agree that photographs featuring them may be sent to them, to other people also featured in those photographs and to children's parents/legal guardians where children are featured in those photos. Whilst photographers will try to obtain parental/legal guardian's consent before taking images where children are more than just incidentally included, this cannot be guaranteed.

#### Sponsorship Money and Donations

1. Any monies raised in connection with the Event are held on trust for Cancer Research UK and must be passed to Cancer Research UK. We ask that you do this as soon as possible after the Event. You can:
  - Pay in your sponsorship money online on your online fundraising page; or
  - Give your funds to the event organisers who will bank the money on your behalf.
2. You have a legal responsibility to ensure that all sponsorship monies/donations received by you for the Event are paid to CRUK.

If you have any questions, please contact the Kirstin McNeill at [mcneillkirstin@gmail.com](mailto:mcneillkirstin@gmail.com) and they will be happy to help you.