

Keep it safe and legal

It's important to raise money in a way that is safe and legal. If you are unsure of anything, please get in touch with Beatrix on 0207 380 1730, or at beatrix@ovarian.org.uk

Collections

To collect money in a public place you need a license from your local council. If you live in London you will need a license form the Metropolitan Police.

Our logo

We want you to use our name and branding at your event, but by law you need to include our registered charity number: 1109743. For a copy of our logo and brand guidelines, please email beatrix@ovarian.org.uk

Alcohol

If you're planning to serve alcohol at an event you're organising, you will need to apply for an alcohol license. Alternatively, if your event will be held in a venue, check that the venue has a license to serve alcohol.

Food

If you are serving food at your event, you will need to comply with all food safety laws and good food hygiene procedures.

Public liability insurance

Ovarian Cancer Action does not accept any liability for loss, damage or injury as a result of your fundraising event.

If you're holding an event in a public or private space, check that the correct public liability insurance is in place.

Raffles and lotteries

Raffles and lotteries are defined as any event where people pay to participate for the chance to win a prize. There are two types of raffles and lotteries:

1. Incidental non-commercial lotteries

You don't need a licence when a raffle is not the main focus of your event. There must be no cash prizes, and the ticket sales and announcement of the results must be carried out during the event. No more than £500 can be spent on buying prizes, although there is no limit on the value of donated prizes. No more than £100 can be deducted from tickets sales to cover overheads.

2. Society lotteries

If you had a larger raffle where, for example, tickets are sold over a period of time before the draw takes place, the raffle must be registered with the local author. If ticket sales exceed £20,000 you must register with the Gambling Commission.

As lotteries are governed by many rules, we recommend you speak to your local Licensing Authority for advice before organising one.