



Sponsored Walks and Event Application Form

Organisers of sponsored walks or events are requested to read the guidelines before filling in this application. Please include a copy of your public liability insurance (**minimum £5million Indemnity**) and risk assessment when submitting this form.

Please submit your form at least **5 working days** in advance of your events so that we can make a proper assessment of your application and provide you with the correct permissions.

Supplying a completed and signed application form certifies that you have read and agree to the [Sponsored Walks and Events Guidelines](#):

Organiser Details					
Name of organiser					
Associated organisation/charity/group (if applicable)					
Contact telephone					
Email					
Proposed Event Details					
Name of event					
Proposed Date		Proposed start time		Proposed finish time	
Starting location					
Finishing location					
Route (if applicable) – please include map if possible					
Expected number of participants					
Type of event (sponsored walk, guided walk, race, etc)					



Malvern Hills Trust

Description of event – please include as many details as possible (continue on another sheet if required)	
Are you providing stewards/marshals?	
Do you propose to use signage? If so please state what and how many	
Do you wish to provide a donation? Please state amount. If you wish to Gift Aid, please see attached sheet.	
Bank details: Lloyds Bank plc Sort Code: 30 95 41 Account no: 01728306 All donations go towards the conservation of the Hills and Commons and keeping them open for people to enjoy.	

I (the organiser) agree that all the details provided are to the best of my knowledge and I agree to follow the Sponsored Walks and Events Guidelines

Signed _____

Date _____

Please return this form (with your public liability insurance and risk assessment) to:
Email: Cindy@malvern hills.org.uk

www.malvern hills.org.uk / 01684 892002

Malvern Hills Trust, Manor House, Grange Road, Malvern, Worcestershire WR14 3EY

Malvern Hills Trust is the working name of Malvern Hills Conservators. Registered charity no.515804. Vat No. GB 275 8803 21



Charity Gift Aid declaration

Boost your donation by 25p of Gift Aid for every £1 you donate

Gift Aid is reclaimed by the charity from the tax you pay for the current tax year. Your address is needed to identify you as a current tax payer. In order to Gift Aid your donation you must tick the box below.

I want to Gift Aid my donation of £_____ and any donations I make in the future or have made in the past 4 years to Malvern Hills Conservators.

I am a UK taxpayer and understand if I pay less Income tax and/or Capital gains tax than the amount of the Gift Aid claimed on all my donations in that tax year it is my responsibility to pay any difference.

My details

Title _____ First name or initial(s) _____

Surname _____

Full home address _____

_____ Postcode _____

Date _____

Signature _____

Please notify the charity if you:

- *Want to cancel this declaration*
- *Change your name or home address*
- *No longer pay sufficient tax on your income and/or capital gains.*

If you pay Income Tax at the higher or additional rate and want to receive the additional tax relief due to you, you must include all your Gift Aid donations on your Self-Assessment tax return or ask HM Revenue and Customs to adjust your tax code.

Data protection

The personal information provided on this form will be securely held and is subject to the provisions of the General Data Protection Regulations. The information is confidential and will not be passed on to any other person or organisation. For further information on Malvern Hills Trust's privacy policy please see the website www.malvern hills.org.uk