**TERMS AND CONDITIONS – BUDDY RUN 2019**

Last updated:27 May 2019

**General**

These rules (“the Rules”) apply to the following event: The Buddy Run,

and by registering for the Event, you agree to comply with them. Please check this page from time to time, as we may occasionally amend these Rules and any changes will be binding for all participants and supporters.

If you have any questions, please contact the Alannah and Madeline Foundation on 03 9697 0666 and a member of our Events team will be happy to help you.

The Event is organised by the Alannah and Madeline Foundation (registered office: Level 1, 256 Clarendon Street, South Melbourne VIC 3205, ABN 96 514 115 810).

**Participant Entry**

1. All participants are required to enter the Event in advance via the Event website.

2. We will only accept entries to the Event on the day where we are satisfied that it is safe to do so, given that 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.

3. Following your registration we will send you information about your Event and suggested ways to improve your fundraising.

**Participants**

**Children between the ages of 0 and 4 years old**

* Cannot enter individually
* Must be entered as an additional entrant, where the primary entrant is 18 or over and is the parent/legal guardian of the additional entrant or has the permission of the additional entrant’s parent or legal guardian
* Contact details for the parent or legal guardian are to be provided to the Alannah and Madeline Foundation
* Cannot be a group leader
* Will be allowed to enter the Event free of charge

**Children between the ages of 5 and 15 years old**

* Cannot enter individually
* Must be entered as an additional entrant, where the primary entrant is 18 or over and is the parent/legal guardian of the additional entrant or has the permission of the additional entrant’s parent or legal guardian
* Contact details for the parent or legal guardian are to be provided to the Alannah and Madeline Foundation
* Cannot be a group leader
* Will be charged an Event registration fee as advertised on the Event website

**Participants aged 16 and 17**

* Can enter individually
* Do not need parent or legal guardian contact details but must have the permission of the parent/legal guardian
* Can be a group leader
* Cannot enter participants under 16
* If registering any additional entrant aged 16 or 17, must have the permission of the additional entrant’s parent or legal guardian
* Will be charged an Event registration fee as advertised on the Event website

**Participants aged 18 and over**

* Can enter individually
* Do not need parent or legal guardian contact details
* Can be the primary entrant for multiple entries
* Can be a group leader
* Can be the primary entrant for an additional entrant under 16 where the primary entrant is the parent/legal guardian of the additional entrant or has the permission of the additional entrant’s parent or legal guardian. Must give contact details for the parent or legal guardian
* Will be charged an Event registration fee as advertised on the Event website

Only registered participants who have paid their entry fee (or had the fee paid for them) or who are under 5 years old therefore can register free of charge are eligible to take part in the Event.

Participants wishing to bring children under the age of 5 are still required to register their child however they can enter the Event free of charge. We require all participants to register to enter the Event to ensure we have knowledge of participant numbers and have sufficient numbers of Event items e.g. water, medals to provide to registered participants. For health and safety reasons parents are advised not to allow children under the age of 3 years old to play with these medals.

**Access**

1. The venue and course is accessible for participants wanting to take part in the Event in a wheelchair. For further information please contact the Events team on 03 9697 0666.

2. We regret that the use of mobility scooters is not permitted at the Event. The health and safety of our participants is of paramount importance to us and we cannot guarantee that each type of mobility scooter will be able to manoeuvre the course route.

3. Participants can take part in the Event with prams/pushchairs.

4. All participants who are bringing a pram/pushchair to the Event should use the pram/pushchair to accommodate their child and follow instructions given by the Event Manager and officials on the day to include starting the event at the back of the walkers to ease congestion.

5. For further information please refer to the FAQ’s on the Event website.

**Changes and Last Minute Arrangements**

1. Once registered your registration fee is non-refundable and non-transferrable.

2. There are strict capacity limits for the Event which may require participants to be given a specific start time. This information will be communicated to participants within their Event pack and by email.

3. It is important for health and safety reasons that neither the Event nor the start time exceeds its individual capacity. If you wish to transfer to a different start time please contact us on the telephone number given at the top of these Rules.

4. Participants arriving late must abide by the instructions and decisions of the Event Manager or their representative at the admin tent. For health and safety reasons it is possible that latecomers will not be permitted to take part.

5. We reserve the right to refuse entry to participants who try to take part in the wrong Event start time without prior approval (see rule 3 above).

6. We reserve the right to reduce or alter the Event course to accommodate any unexpected complications on the day that may have an impact on Alannah and Madeline staff, participants, volunteers and spectators.

**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 the Alannah and Madeline Foundation.

3. Smoking is not permitted within 10 meters of the Event area.

4. We respectfully ask that all participants and supporters do not drop litter but instead use the litter and recycling facilities available within the venue and around the course or take litter home to dispose of responsibly.

5. We regret that participants cannot take part or enter the venue with their dogs with the exception of assistance dogs.

6. We reserve the right to ask participants and supporters to leave the Event if they do not adhere to these Rules, and no refunds shall be given in these circumstances.

**Health & Safety and Medical**

1. The Event is non-competitive

2. Participants under 16-year-olds are permitted to participate in the Event, but they must be accompanied at all times by their parent or legal guardian (or by a primary entrant who has the permission of that participant’s parent or legal guardian).

3. Participants are responsible for ensuring that 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 therefore seek medical advice from a general practitioner prior to the Event.

3. Notwithstanding rule 2 above, we reserve the right to refuse entry to an Event in our absolute discretion, with no refund provided, if for whatever reason we consider a person unfit to take part. We may also ask you to withdraw during an Event if we have concerns about your ability to complete it due to fitness, injury or otherwise. If you choose to continue you do so with the understanding that you are no longer considered a participant of the Event and that you absolve us of all and any responsibility, and progress entirely at your own risk.

4. Participants are responsible for ensuring that 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.

6. All participants must write the following on the reverse of their official Event number, which must be worn on the front of shirts during the Event:

* Their name.
* The details of any health problems or current medication.
* The name and number of a person to contact in case of an emergency.

To help us save money, please also remember to bring your safety pins!

7. We take all reasonable steps to minimise the risk of injury to participants during the Event. Stringent risk assessment processes are in place for the Event which aim to minimise or eliminate the risk to everyone taking part. By taking part in the Event, all participants acknowledge that there may be conditions or circumstances beyond our control that can lead to unforeseen risks. If you have any concerns or queries please contact us on the relevant telephone number given at the top of these Rules before agreeing to take part in the Event.

**Sponsorship Money and Donations**

1. All participants have a legal responsibility to ensure that all sponsorship monies/donations received in connection with the Event are paid to the Alannah and Madeline Foundation, and we ask that you do this as soon as possible after the Event. Money pledged via online fundraising pages is collected automatically. Other ways to pay in sponsorship monies/donations are as follows:

* Going to the Alannah and Madeline website and make an online payment with a credit or debit card (<https://www.amf.org.au>) Calling the Alannah and Madeline Foundation on 03 9697 0666 and provide credit or debit card details to make a payment over the phone.
* Sending a cheque made payable to "The Alannah and Madeline Foundation" (stating your full name and event on the back) to:

The Alannah and Madeline Foundation
PO Box 5192
South Melbourne, VIC, 3205

2. We regret that sponsorship money cannot be accepted on the day of the Event as we do not have the suitable cash handling facilities to fulfil this process.

**Use of your information**

1. By providing your information when you register for an Event, we will use this information for the purposes of organising, staging and administering the Event, including to send you information regarding the event via email and your Event pack via post. If you provide personal information 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. In the case of an emergency we may also pass personal details provided (either when registering for the Event or on the reverse of your Event number) to the emergency services or health care professionals, and also use them for the purposes of contacting your emergency contact.

2. First aid facilities will be provided at the Event. **If you are treated by medical providers at the Event, your details may be passed on to us** only for health and safety purposes and to fulfil our legal obligations.

4. Your personal information may also be used for the purposes of sending communications to you where you have confirmed that you would like to receive further information about the charity’s work when registering for an Event.

5. All personal information held by us will be handled in accordance with applicable privacy laws and the Alannah and Madeline privacy statement which can be found https://www.amf.org.au/privacy-policy/

**Filming and Photography at the Event**

1. Please note that the Alannah and Madeline Foundation (or our authorised service providers and agents) may film or photograph participants, volunteers and spectators taking part or attending the Event and use such footage or photographs for the following reasons : (i) for the Alannah and Madeline Foundation to publicise the Event for commercial and/or fundraising purposes including, but not limited to, television broadcasts, advertising, publications, marketing material, merchandising, and other documents that may be made available to the public; and (ii) for our commercial partners to publicise their involvement and/or association with the Event.

2. No personal details (including names) of any under 16-year-old participants will be used in any publicity materials without the written consent of their parent or legal guardian, but we may use images where children are incidentally included e.g. of mass participation in the warm-up exercises, or on the starting line.

3. Subject to rule 2 above, please only register a participant under the age of 16 if the participant’s parent/legal guardian (as applicable) are happy for their images to be used in the manner described in these Rules.

**Liability**

1. Use of the Event website is subject to the terms and conditions of [www.amf.org.au](http://www.amf.org.au)

2. All participants and spectators enter and attend an Event entirely at their own risk. We shall not be liable for any injury, damage or loss to participants or their property that might occur as a result of their participation or attendance at an Event, other than in respect of any injury or loss arising as a result of our negligence. For the avoidance of doubt, nothing in this clause shall exclude or limit our liability for any liability that cannot be excluded or limited by law.