

# The Sick Children's Trust Registration Pack



## New York City Marathon 2012

*Offering support to 40,000 families since 1982*

Charity Registration Number 284416

[www.sickchildrenstrust.org](http://www.sickchildrenstrust.org)



Dear

Thank you so much for your enquiry about joining The Sick Children's Trust team for the ING New York City Marathon 2012!

Enclosed in this pack you will find everything you need to know about the event, the registration process and what you will receive for becoming a part of our New York Marathon team.

The pack also includes a booking form and terms and conditions, which should be returned along with your booking deposit to our head office at **3rd Floor, Willow House, 17-23 Willow Place, London SW1P 1JH.**



## The 2012 Marathon

This year the ING New York City Marathon will take place on Sunday 4 November, when around 50,000 runners are expected to take to the streets.

The route takes you past some of the most famous landmarks in the world as you run through all five boroughs of the city: Staten Island, Brooklyn, Queens, The Bronx & Manhattan, crossing five bridges (including the spectacular Brooklyn Bridge) and finishing in world famous Central Park.

You will also be running alongside some of the world's top athletes and even some Hollywood A-listers!

The New York City Marathon is often described as one big 26.2 mile block party, so sign up now to join in the fun.

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**we're here, so you can be there**

## The Sick Children's Trust

All the money raised by The Sick Children's Trust New York City Marathon team will go towards running our 'Homes from Home' across the UK. Providing accommodation and support at major children's hospitals, our houses enable families to stay together close to the ward where their child is receiving vital medical attention. The stress of having a seriously ill child can be overwhelming and can take its toll on the whole family. The benefits of being able to spend time together as a family in a homely environment just moments away from the children's ward are immeasurable. For the sick child, just having someone there for a goodnight kiss, the early morning wake-up and that reassuring hug in the middle of the night can make all the difference.



The Sick Children's Trust receives no statutory funding and is entirely reliant on the kindness and efforts of our supporters and fundraisers. From the New York City Marathon, we aim to raise £10,000, which would be enough to sponsor one of our family bedrooms for two years.

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## Securing your place

We ask that all of our runners pledge to raise a minimum sponsorship of £2,000, which will cover your flights and entry into the event.

To obtain one of The Sick Children's Trust's charity places in the ING New York City Marathon, all you need to do is complete and return the enclosed booking form, along with your signed terms and conditions and a booking deposit of £500. We must ask for this up-front payment in order to cover the costs involved for us to register runners into this event, but this will go towards your total minimum sponsorship, so you will then only need to raise a further £1,500. (for a more detailed break-down of when your sponsorship needs to be paid, see our terms and conditions)

Once you have registered, we will be in touch to arrange your flights and our fundraising team will be on hand with ideas, advice and materials to help you reach your target.

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## What you will receive

Once you have registered as a runner in our team for the New York City Marathon, you will receive the following from The Sick Children's Trust:

- An official SCT running vest. These come in either pink or light blue and are available in ladies' and men's sizes small, medium, large or XL. Please state your size and colour preference on the application form.
- A whole list of fundraising ideas and information on how to hold events and raffles.
- A sponsorship form for you to take round friends, family and colleagues and ask for their support.
- Information on how to set up online sponsorship pages with either JustGiving or Virgin Money Giving. We have accounts with both of these sites, meaning that your money will come directly to us.
- Access to our range of fundraising materials, including leaflets, posters, collection boxes, balloons and stickers.
- Help from our PR officer with getting your story out to local newspapers and radio, so that you can not only gather support from your local community for your fundraising, but also spread the word about the work of The Sick Children's Trust.
- Ongoing support from our community fundraiser to help you raise as much as possible. If you are struggling to think of fundraising ideas, are having trouble reaching the minimum amount or have any questions about the Marathon in general we are only a phone call away!



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PREMIER EVENT OF NEW YORK ROAD RUNNERS

### The Sick Children’s Trust Booking Form

Name (as it appears on your passport):.....

.....

Address: .....

..... Postcode: .....

Daytime telephone number: ..... Mobile: .....

Email address: .....

Date of birth: .....

Occupation: ..... Employer: .....

Predicted finishing time: ..... hrs, ..... mins,

What size and colour running vest will you require?

- Pink       Blue
- Small       Medium       Large       X-Large

How did you hear about The Sick Children’s Trust? .....

.....

Payment of £500 booking deposit:

- Cheque (made payable to The Sick Children’s Trust)
- Credit/Debit card (delete as applicable, include details below)

Type of card (not American Express): .....

Cardholder’s name: .....

Card number: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Start date: \_\_\_\_ / \_\_\_\_

Issue number (if applicable): .....

Expiry date: \_\_\_\_ / \_\_\_\_

3 Digit security number: .....

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**Tell us more.....**

Please use the space below to describe how you plan to raise your sponsorship money, including details of any fundraising events/collections you intend to hold or other promotion ideas. A great way to bump up the amount you raise is by getting your employer to match it, so include details, where relevant, of any matched giving schemes your company may have. If possible, please provide a rough estimate of how much money you hope to raise. The following details will help us to plan how we will assist you with reaching your target, so please provide as much detail as possible.

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Please return this form, along with the signed terms and conditions, to the following address:

Lydia Solomon  
The Sick Children’s Trust  
3rd Floor Willow House  
17-23 Willow Place  
London  
SW1P 1JH

Call our community fundraiser, Lydia, on 020 7931 8695  
or email [lydia@sickchildrenstrust.org](mailto:lydia@sickchildrenstrust.org) if you have any

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# ING New York City Marathon

## Terms and Conditions

Please ensure that you read through the below terms and conditions and understand them fully before signing the declaration. This should be returned to our Head Office address with your completed booking form.

To each successful applicant, the charity agrees to provide:

- one guaranteed entry to take part in the ING New York City Marathon, due to take place on Sunday 4 November 2012;
- Assistance with organisation of flights to New York in time for this event;
- A place on an organised bus from your accommodation to the start of the race;
- one free charity branded running vest;
- a fundraising pack containing a paper sponsorship form, details of our online sponsorship sites and a list of all fundraising/marketing materials available;
- assistance with fundraising and PR where required.

**Please note - Your entry with The Sick Children's Trust does not include accommodation. However, our tour operator Sports Tours International, can recommend accommodation on their website [www.sportstoursinternational.co.uk/running/?c=ing-new-york-city-marathon](http://www.sportstoursinternational.co.uk/running/?c=ing-new-york-city-marathon).**

### Conditions of acceptance:

By accepting a guaranteed place with The Sick Children's Trust in the ING New York City Marathon 2012, you have agreed:

- to raise a minimum of £2,000 in sponsorship for the charity (including a non-refundable booking deposit of £500, payable at registration);
- to ensure that The Sick Children's Trust has received 80 % of this amount (£1,600) by Monday 13 August 2012 and the remaining 20 % (£400) by Tuesday 4 December 2012;
- to notify The Sick Children's Trust as soon as possible if you are unable to take part for any reason. Anyone who pulls out due to injury before August 2012 will lose their deposit, but will incur no extra charges. If you pull out after August 2012, there will be a sliding scale of charges as we get near to departure;
- that you are entering the ING New York City Marathon of your own volition and therefore confirm that your general state of health and fitness is good and that you understand that any injury sustained by you during the race/training is your own responsibility and not the responsibility of The Sick Children's Trust.

### Declaration:

I confirm that I am applying for one guaranteed entry to run the ING New York City Marathon 2012, (including return flights to and from New York) on behalf of, and to raise sponsorship money for, The Sick Children's Trust. I have thoroughly read and agree to the above terms and conditions. I understand that I have pledged to raise a minimum of £2,000 for the charity, adhering to the deadlines as detailed above.

Signed: .....Date: .....

.....

Print name: .....

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