



Instructions for Riders and Striders 12th September 2020

Thank you for volunteering to raise money for Wiltshire's Churches by visiting churches or chapels around the county. Half of what you collect goes to your chosen parish and half to the Trust, to enable it to make grants for the upkeep of churches and chapels.

**Please ensure that at all times you observe social distancing
and any other government/church requirements
to minimise the risk of Covid-19 transmission**

Before the event

- Fill in the first section of the sponsorship form. These details, and those of your sponsors, will be held by the R+S Administrator and will not be passed to any third party.
- Encourage family, friends, church members to sponsor you.
- Ask them, if they are UK tax-payers, to agree to Gift Aid their sponsorship. In order to be able to claim the 25% tax refund, we need to have their name, initials, house name or number and post code written legibly. **Please note that you should fill in the form yourself – do not hand it to others outside your household to write on.**
- You can use JustGiving to widen your appeal for sponsorship. (See below).
- Plan your route. You can get suggestions for cycle routes and church trails at <https://www.visitwiltshire.co.uk/things-to-do> and <http://www.wiltshirehistoricchurchestrust.org.uk/churches>
You can of course visit churches in other counties.
- **Please note that churches may not be open and are unlikely to be able to offer toilet facilities or refreshments, so please plan your route accordingly.**
- If you are under 18, please make sure your parent/guardian signs the consent box on the form. If you are under 13, you must be accompanied at all times by a responsible adult.
- Cyclists – make sure your bike is in good roadworthy condition.
- Riders and Striders are welcome to add to our Facebook and/or Twitter before, during and after the event.

JustGiving

- JustGiving is a simple, quick and secure way for people to sponsor you online. The money is paid directly into the Trust's account, with Gift Aid added, thus saving you the bother of having to collect it.
- It is easy to set up your own JustGiving page by using this link:
<http://www.justgiving.com/fundraising-page/creation/?cid=126645&eid=5109189>

- In the “Story” section of your page, make sure you include the name of your church. You can then contact potential sponsors by email.

On the day

- Listen to the weather forecast and dress appropriately.
- **Observe social distancing requirements at all times**
- **Be safety conscious all the way.**
- Observe the Countryside Code.
- If a church is open and you wish to go in, please follow all guidance on use of hand sanitiser, face covering etc
- At each church take a photo or devise another method of recording your presence. Even if there is a steward/welcomer on duty, you should NOT hand your sponsorship form to them or ask them to initial it, but you may use the church’s rubber stamp, if available, after washing or sanitising your hands.

Prizes

- The event is not a competition, but there are cash prizes for the most churches visited and the most money raised, for cyclists in three age categories (16 and under, over 16, and over 65) and for the most successful walker.
- In addition, there are **two cups**: the **Brooke Cup (plus £500)** awarded to the best achieving parish, and the **Junior Group Cup (plus £100)**, also generously donated by Lord Brooke of Sutton Mandeville, for the parish with the most successful group of Under-18s.

After the event

- If you take photographs or have any anecdotes that you are happy for us to use for publicity, please do email them to us (contact details below) or post on the Wiltshire Historic Churches Trust Facebook page or Twitter
- Collect money from your sponsors and fill in the amounts on the sponsorship form. If they have agreed to Gift Aid their sponsorship, please ensure that their name, initials, home address and post code are clearly legible.
- Cheques should be made payable to Wiltshire Historic Churches Trust.
- Pass your form and sponsorship money to your Parish Organiser (if applicable) by **Sunday 11th October** or return direct to the R+S Administrator
- Your parish’s share of the money raised will be sent to your Parish Organiser or relevant church official before the end of the year.

Further information is available from the administrator, Fiona Draper
Fiona@fionadraper.co.uk or 07880 715551

Disclaimer

It is a condition of participation in Ride and Stride that, save to the extent required by law, the Trustees of Wiltshire Historic Churches Trust accept no liability in respect of injury or death sustained by any participant.