

<u>Light Up A Life 2025 - Terms & Conditions</u>

- Light Up A Life is a two-part remembrance and celebration event taking place on 14th December 2025 at St Helena Hospice. There will be two services: Service 1: 3.30pm– 5.00pm - Service 2: 5.30pm–7.00pm. Each service includes hymns, memory bottle activities, and a lighting ceremony.
- 2. Maximum capacity: 200 attendees per service. Booking limit: Up to 6 people per booking. RSVP required via the event registration form. Accessibility needs: Please indicate any requirements when booking.
- 3. Dogs/pets are not permitted at the event (except registered assistance animals).
- 4. Official photography and videography will take place during both services. Images may be used for promotional purposes by St Helena, including social media, printed materials, and future event marketing. If you do not wish to be photographed or filmed, please notify a member of staff upon arrival and wear a designated opt-out badge. Parents/guardians must provide consent for any images of children under 18.
- 5. All attendees must follow guidance from staff and volunteers.
- 6. LED lights and glass bottles will be used during the event; care should be taken when handling these items.
- 7. Please dress appropriately for outdoor conditions and bring umbrellas or waterproofs if needed.
- 8. The event will proceed in most weather conditions. In case of severe weather, a contingency plan will be communicated via email in the week leading up to the event.
- 9. Refreshments (tea, coffee, mince pies) will be available by donation. A collection bucket will be placed at the catering table. Donations are optional and not required for participation. Hot food will be available at an additional charge.
- 10. The organisers are not responsible for personal injury, loss, or damage to personal property unless caused by negligence. Attendees are responsible for their own belongings and safety.
- 11. St Helena Hospice will contact you regarding the Light up a Life events. St Helena Hospice may also contact you occasionally by post to tell you more about our services and other ways you can help, including opportunities to donate, volunteer or fundraise unless you state you do not consent.

We may revise these terms and conditions from time to time to reflect any changes in relevant laws and regulatory requirements.