OUT SING CANCER

WITH CANCER UNITED

CHOIR TERMS & CONDITIONS

OUTSINGCANCER Choir — a choir of Cancer United

1. Membership of the Choir

OUTSINGCANCER Choir is run by Cancer United, a registered charity. Your subscription secures membership of the choir, which is a charitable activity of Cancer United. It is not a payment for rehearsal sessions.

Membership of the choir gives you:

- The right to attend the Annual General Meeting of Cancer United.
- The right to vote at the Annual General Meeting on whether the Choir Representatives should continue in office.
- Newsletters and updates explaining the work of the charity.
- The right to voice your opinion on choir matters, through the Choir Representatives and during the time given for that purpose at rehearsals.
- The opportunity to take part in the choir's rehearsals and public performances, which are activities carried out by the charity in furtherance of its charitable objectives.

Choir Representatives. The Choir Representatives appointed by the charity continue in office from year to year. At each Annual General Meeting, every Representative who is willing to stand again is automatically re-elected, unless at least half of the members of the Choir object to their continuing, in which case that Representative's appointment ends and the Trustees of Cancer United will appoint a replacement. Members do not stand against serving Representatives.

Membership does not give members personal use of the charity's facilities, equipment or services. It does not include individual singing lessons, private tuition, one-to-one coaching, or any optional paid-for classes or workshops. All rehearsal activity is group work directed towards the choir's public performances.

2. Membership Fee

OUTSINGCANCER Choir operates on a payment-up-front system by Standing Order, paid on the 1st of every month. There is no annual fee and no joining fee.

MEMBERSHIP FEE

£22.00 per month

The same for every member, however many rehearsals you attend

There is a single membership fee of £22.00 per month, which is the same for every member. The fee does not vary according to how many rehearsals a member attends, and no additional charge is made for attending more rehearsals. All members are welcome to attend any or all of the rehearsals held each week.

No separate or additional charges are made for classes, training, workshops, coaching or any other facilities or services. The membership fee is the only payment members are asked to make.

Standing Orders should be set up to become effective by the 1st of every month and paid into the Cancer United bank account as follows:

Name: CANCER UNITED **Sort Code: 30-84-20** **Account No: 32128960**

3. Gift Aid

Cancer United claims Gift Aid on **eligible OUTSINGCANCER membership subscriptions** in accordance with HMRC's rules for charity membership subscriptions.
Gift Aid is only claimed where a member has completed a valid Gift Aid declaration and is a UK taxpayer who has paid enough Income Tax or Capital Gains Tax in the relevant tax year to cover the amount reclaimed by Cancer United.
If your circumstances change for example, you stop paying UK tax, or no longer pay enough tax to cover the amount reclaimed, please notify the office so that our records can be amended.
You may cancel your Gift Aid declaration at any time by contacting the office.

4. Taster Sessions and Joining Part-Way Through a Month

Any potential new member is welcome to try one free taster session, without obligation. If, at the end of that session, they decide to join, a reduced membership fee of £5.00 applies for the remainder of that month, after which the standard monthly membership fee applies and a Standing Order must be in place by the 1st of the following month.

5. Breaks, Sabbaticals and Leaving

Members may take a break or sabbatical at any time (this does not include ordinary holiday periods) by notifying us by email and cancelling their Standing Order. Members may rejoin at the beginning of any month by completing an application form and setting up a new Standing Order.

6. Refunds and Credits

The membership fee is a monthly fee for membership of the charity rather than a payment for a set number of rehearsals. The costs of running the choir — hall hire, musical direction, music and administration — are fixed across the year and are incurred whether or not every member attends in a given week. The fee is therefore payable in full for each month of membership, and no refund or credit is given where a member is unable to attend, or where a rehearsal is cancelled for reasons outside our control such as bank holidays or a hall being required as a polling station.

7. Uniforms, Music and Equipment

Members who have attended enough rehearsals to be performance-ready will be loaned a uniform, which they will be asked to sign for. Uniforms, music scores and folders remain the property of Cancer United at all times and are loaned solely to enable members to take part in the charity's public performances. Members are responsible for keeping the uniform clean and must wear all parts at performances so that the choir looks professional. On leaving, the complete uniform, together with all music scores and folders, must be returned in good and clean condition.

8. Attendance and Performance Readiness

So that members can keep up with current and new songs, members are asked to attend at least two rehearsals a month, and to have done so in the six weeks before a public performance. It is entirely at the discretion of the Musical Director whether a member is performance-ready, based on attendance and knowledge of the repertoire. This is a requirement of taking part in performances; it does not affect the membership fee, which remains the same for all members.

9. Health

New members are assumed to be medically fit to undertake the demands of choir rehearsals and performances. If a member has any doubts, these should be raised with the Musical Director before taking up membership. Members should not attend rehearsals if they are unwell or have coughs or colds.

10. Video and Photographs

By joining OUTSINGCANCER Choir it is agreed that photographs and video footage may be taken of members and used for advertising and marketing purposes. If this causes any concern for any member, they should raise it immediately with one of the Reps, who will pass it on to whoever is organising the photography or filming.

11. Payment for Performances

There may be circumstances in which the choir is paid, by way of a donation to Cancer United, to perform. It is explicit that individual members will not receive any payment for such performances.

12. Code of Conduct

Members are asked to arrive promptly for rehearsals and performances. A headcount of all members will be taken before a performance to ensure that everyone listed as taking part has arrived at the venue. If any member needs to leave at any point during a performance, for health and safety reasons they must inform their Rep and give the reason.

While we appreciate members spreading the word about the choir, members should not speak officially on behalf of the choir or book events. Any leads or enquiries should be passed to the Reps, who will forward them to the office.

Under copyright law, reproduction of certain music and songs is not permitted without the appropriate licences. This includes uploading recordings to the internet via YouTube, Facebook or other social media, or playing recordings through PowerPoint, DVD, CD or similar. Please do not post any video of the choir without permission, as we have a digital marketing strategy under which clips are posted at times chosen to obtain the best coverage.

In the unlikely event of negativity or unacceptable behaviour by any member towards another member or a choir Rep, we will have no alternative but to cancel that member’s membership.