

Charity Fundraising Bingo Guidelines

Bingo can be a great way for students to add a little fun to their fundraising.

Bingo events are permitted for fundraising, provided they are one-off/non-regular, under Gambling Commission limits, and all proceeds support the society's charitable or student activity purposes, or are fundraising for a named UK Charity.

For any fundraising event a student wishes to put on they must complete an [Event Booking Form](#) and select that it is a fundraising event within the form. They must also have completed a risk assessment which highlights how the fundraising will take place.

Bingo Legislation

- A Club or Society can run a bingo night for charity without a licence if it qualifies as "non-commercial bingo for fundraising" under the Gambling Act 2005
- All proceeds must go to:
 - The named registered UK Charity/their group account
 - Reasonable event costs (e.g. prizes, printing, room hire)
- Charity bingo: Very clear - funds raised must go to the named Charity
- Society fundraising: more flexible, but:
 - Must be non-commercial
 - Must align with society purposes

Rules:

- Everyone must have the same chance of winning.
- You must tell participants in advance what the money is being raised for (Named UK Charity)
- Maximum £8 stake per person per event. A stake is the total paid to participate and attend the event, with no additional costs. These can be sold in advance:
 - SU Webpage ticket should clearly state:
 - "Ticket includes bingo participation"
 - "This ticket is your bingo stake"
 - "No additional charges to play"
- Maximum £600 total prize value per event.
- The event must be held physically in person (not online or hybrid). Online bingo requires a licence
 - All players must be present in the same venue (no online participation)
 - Bingo numbers are called live at the in-person event
 - Physical Bingo Cards are used and marked in person
- Bingo events can be held most venues (please check venue eligibility beforehand)
- Bingo events must be a one-off, non-regular event – frequent events can trigger licencing requirements
- Tickets can be sold online in advance through your Club or Society webpage
 - Maximum of £8 stake that gives access to the bingo for the whole event (e.g. NOT £8 per game)
 - It must be clear that the funds from the event are going towards a names UK Charity, and provide the UK Charity Number.
- Proceeds (after prizes and legitimate costs) must go to the charity
- Prizes may be funded from entry fees.
- Tickets must only be for the Bingo entry itself.
 - If you wish to also hold a raffle at your Bingo, this is treated as an Incidental Raffle/Lottery, and tickets for the raffle element can only be sold in person at the event. See Raffle Guidance [here](#).
 - You must not 'bundle' tickets e.g. ticket includes raffle prize draw/chance to win.
 - Please follow the Raffle Guidelines in the folder for holding a raffle at your Bingo event.

Running a Bingo event to raise funds for your Club or Society (not for a registered UK Charity)

- Running a bingo event to raise funds for your Club or Society is permitted on the following conditions, in addition to the rules above:
 - Funds must be used for the purposes of the Club or Society, and not for profit making for the group:
 - Must be spent on Club Activities | Equipment | Trips | Participation Costs
 - No private gain e.g. paying individuals/profit making.
 - Must be one off, not regular events

Taking payment for Bingo Events

Online tickets: The Students' Union can set up tickets for your Bingo event for advance purchase. These can be set up on the Club or Society SU Webpage. When set up the ticket must clearly state the Name and UK Charity Number for the Charity funds are being raised for. SU Webpage ticket should clearly state:

- "Ticket includes bingo participation"
- "This ticket is your bingo stake"
- "No additional charges to play"

Donation Tins and Buckets

If students wish to borrow donation buckets, they can be collected from the Opportunities Department. They should be sealed and cable tied.

Donation tins and buckets should be returned to The Students' Union still intact for the money to be counted by finance. Once the money has been counted you will need to fill out a donations form which can be found [here](#).