

Policy for Donations from Riviera Travel

Riviera Travel have agreed, that for any holidays booked directly with them by an individual, they will kindly donate their normal fee that would otherwise be paid to a travel agent (normally 10% of the cost of the holiday) to a charity of choice of the individual. Payments in these circumstances can therefore be donated to Lichfield U3A.

In order to comply with the Charitable Institutions (Fundraising) Regulations 1994 as amended by the Charitable Institution (Fund-Raising) (Amendment) Regulations 2009, Riviera Travel have entered into an agreement with the Trust to administer these donations on behalf of the U3As. The Trust (i.e. Central Office) has agreed to administer those donations that become due after 1st April 2020. With Riviera Travel's agreement the Trust will deduct a 10% handling charge to contribute towards the cost of administering the scheme.

Any payment would not be made until after the holiday has been paid in full and the holiday has taken place. If any member that has booked and paid for a holiday in this way wishes to nominate Lichfield U3A as the charity to receive payment they should notify Riviera Travel accordingly. Once this has taken place, Riviera Travel will contact the U3A Trust informing them of the amount available. After deducting the handling charge the Trust will collect the money and pass this on to the relevant U3A.

As a thank you gift to the individual/s arranging this on behalf of Lichfield U3A the committee has agreed that half of the net donation may be claimed back by the individual on completion of the attached claim form which should be forwarded to the Treasurer who will arrange payment. Alternatively, the individual can forgo the thank you gift and donate the full amount to Lichfield U3A

This is not only available to all U3A members, but also to anyone else wishing to support Lichfield U3A.

Example.

Cost of the holiday	£4000
Donation from Riviera Travel (currently 10%)	£ 400
Less 10% administration charge	£ 40
Net amount payable to Lichfield U3A	£ 360
Amount offered to claim back (50% of net amount)	£ 180

The form set out below should be completed and sent to the treasurer of Lichfield U3A

Riviera Travel Claim Form

I wish/do not wish* to claim 50% of the net charitable donation arising from my recent holiday with Riviera Travel

Destination of holiday:-

Dates of holiday:-

Signature

Date

*Delete as appropriate

Brian Emberson Feb. 2020