



# CORPORATE CARES TEAM Registration



Philanthropy Partner

**India Cares**  
Foundation



# Corporate Cares Team

The **CORPORATE CARES** category lends companies an opportunity to monetarily support a CSO of their choice and to engage their employees to participate in Airtel Delhi Half Marathon 2017.

Companies can choose from any of the CSOs listed with India Cares for the Event, to donate the amount contributed by them. If the company's preferred CSO is not registered with India Cares Foundation, India Cares Foundation will assist the CSO in completing its registration formalities and thereby stand to benefit through its association with the Event.

At Airtel Delhi Half Marathon 2017, companies can choose to field Corporate Cares teams of following team strengths:

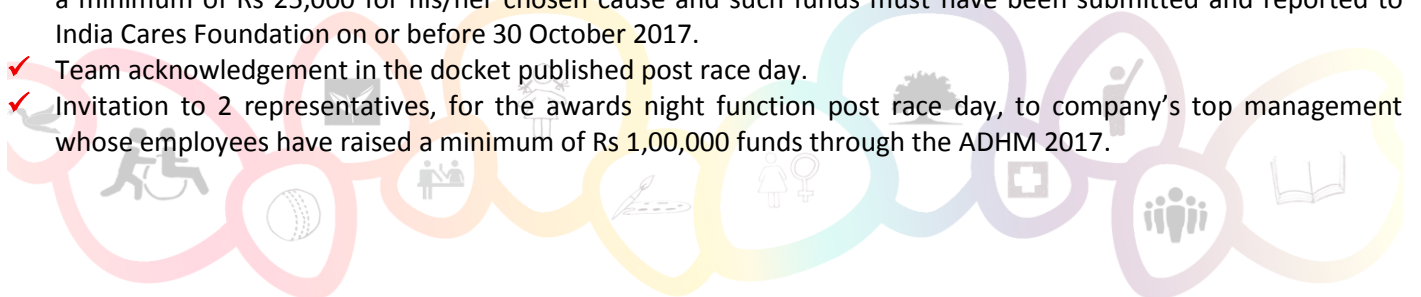
1. **Team 12:** A company makes an upfront non-refundable contribution of **Rs 1,75,000** in favour of chosen CSO and fields a team of **upto 12 employees**.
2. **Team 25:** A company makes an upfront non-refundable contribution of **Rs 2,75,000** in favour of chosen CSO and fields a team of **upto 25 employees**.
3. **Team 40:** A company makes an upfront non-refundable contribution of **Rs 3,75,000** in favour of chosen CSO and fields a team of **upto 40 employees**.
4. **Team 60:** A company makes an upfront non-refundable contribution of **Rs 5,00,000** in favour of the chosen CSO and fields a team of **upto 60 employees**.

*The amounts above do not include the applicable event entry fees for individual team members (given below in this document). These need to be paid additionally depending upon the race category chosen by individual team members to the event promoters (vide cheque/ DD/ Bank Transfer) 'Procam International Pvt. Ltd'.*

*India Cares gets Rs 15,000; Rs 25,000; Rs 35,000 & Rs 45,000 respectively of the donated amount to the CSO as mentioned above as a donation for the support provided to the participating CSO and the Company.*

## **Privileges for Corporate Cares teams**

- ✓ Regular pre-race day communication, and meeting if required from India Cares Foundation.
- ✓ Event updates, pledge raising tips, standardized presentations to motivate their team members.
- ✓ Acknowledgement on India Cares Foundation's website.
- ✓ Companies who complete the process of registering, making donations by 10 October 2017 will have their name printed on their Team's running bibs (only Great Delhi Run).
- ✓ Runners, who are non-timed, wanting to participate in the 21km, Half Marathon race category can do so.
- ✓ Team members participating in the Great Delhi Run race category will be hosted in a special Corporate Cares holding area at the event venue on race day.
- ✓ Visibility for company and CSO supporting within the Corporate Cares holding area.
- ✓ MD or CEO of top 2 contributing companies of ADHM 2016 will be hosted at the Grand Stand on race day to cheer their participating team.
- ✓ Race day photographs for top 2 fund raising members in a Corporate Cares team (*where captured by event's official photographers, [www.marathon-photos.com](http://www.marathon-photos.com)*). To be eligible for this, the team member must have raised a minimum of Rs 25,000 for his/her chosen cause and such funds must have been submitted and reported to India Cares Foundation on or before 30 October 2017.
- ✓ Team acknowledgement in the docket published post race day.
- ✓ Invitation to 2 representatives, for the awards night function post race day, to company's top management whose employees have raised a minimum of Rs 1,00,000 funds through the ADHM 2017.



### Registration process for Corporate Cares

- ✓ Fill the Corporate Cares registration form with the name of the chosen CSO being supported
- ✓ Issue a cheque of upfront contribution of Rs 1.75 lakh, Rs 2.75 lakh, Rs 3.75 lakh or Rs 5 lakh, as the case may be, drawn in favour of the chosen CSO or India Cares Foundation. Where cheque is drawn in favour of India Cares, India Cares shall disburse the amount to the beneficiary CSO after deducting applicable donations for support.
- ✓ Submit the Corporate Cares Team Registrations form along with the cheque to India Cares.
- ✓ India Cares will share the process of getting the team's individual runners registrations done online.
- ✓ On final submission of runners' registrations online, Procam International will raise an e-invoice in the name of the respective corporate fielding the teams. The relevant corporate must remit the amount within 10 days\*\* of receipt of the invoice vide a separate cheque in favour of "**Procam International Pvt Ltd**" for the event participation fee of its team members. This will be one single cheque, consolidating entry fees of all team members, depending upon the race category chosen by each member.
- ✓ Final submission of the runners' registrations fees have to be done no later than 5th November 2017. Please note, payment of registration fees is mandatory for receiving running number bibs from the Get Active Expo.

### Important Points for acceptance of runner's registration:

- Mandatory fields including photographs, date of birth, emergency contact number, etc. are essential details of individual team members to be accepted and confirmed.
- Once the registrations are submitted to India Cares, no changes will be entertained.
- All half marathon runners will be required to collect their running numbers personally or authorize an individual to collect the running number on their behalf, from the Get Active Expo. In all circumstances, only one running number will be handed over to an individual.
- The employees of a Corporate Cares team can download the pledge kit free of cost from the philanthropy partner's website <http://icfn.in/ADHM/>

**\*\* Note:** Running Bibs will not be handed over to the Corporate Cares team if complete Payment of Run registration fees have not been cleared at Procam International's end.

### EVENT ENTRY FEES

Race Categories	Application Fee	Applicable GST/IGST	Total Payable
21K – Half Marathon Run	Rs. 1525	Rs. 275	Rs. 1800
10K - Timed Race (New)	Rs. 1017	Rs. 183	Rs. 1200
Great Delhi Run	Rs. 551	Rs. 99	Rs. 650
Senior Citizens' Run	Rs. 254	Rs. 46	Rs. 300
Champions with Disability	Rs. 212	Rs. 38	Rs. 250





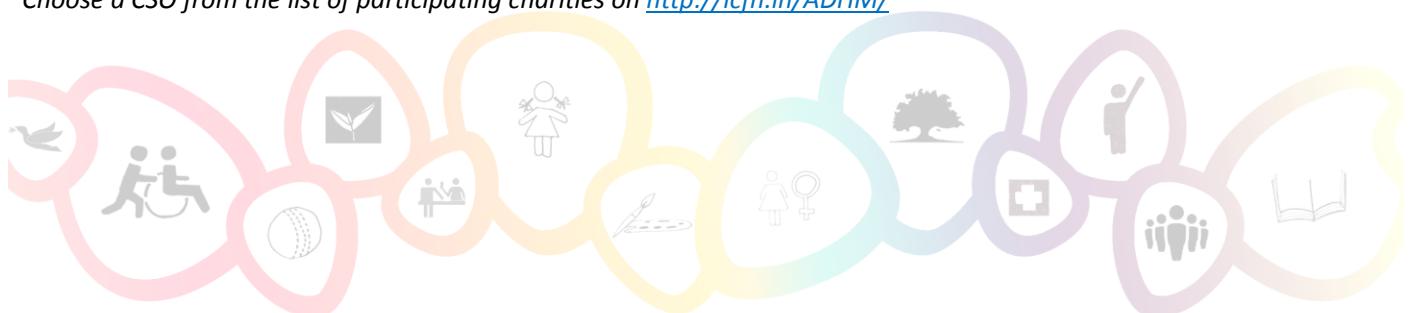
# Corporate Cares Team Registration Form



### Company Details:

Category	Rs in lakh	No. of Team/s	Total Amt donated Rs.	Amount India Cares will receive per team and the balance is for the chosen CSO
Team 60	5.00			Rs 45,000/-
Team 40	3.75			Rs 35,000/-
Team 25	2.75			Rs 25,000/-
Team 12	1.75			Rs 15,000/-
Company Name:				
Address for Invoice:				
Primary Contact:				
Email Id:				
Mobile Number:				
Your chosen CSO*:				

\*Choose a CSO from the list of participating charities on <http://icfn.in/ADHM/>



**Terms and Conditions:**

- All terms and conditions that apply to participation in the Airtel Delhi Half Marathon2017, as indicated in the run application form for the event, shall apply to each participant from your company.
- Terms and conditions governing various aspects of the Corporate Cares category shall apply as stated on each service/ product provided.
- Your company will:
  - Make an up-front, non-refundable contribution as per Payment Details to the CSO or India Cares.
  - If the total amount is made out to India Cares Foundation, you will get an 80G receipt from us for the same.
  - A separate cheque for Runners registrations - applicable entry fees will be given by you in favour of "zs International Pvt Ltd."
- Companies may register as many teams as they like, by paying for each team in Corporate Cares registration in support of any participating CSO.

**As a Corporate Cares participant you are entitled to the following benefits:**

- ✓ Regular pre-race day communication, and meeting if required from India Cares Foundation.
- ✓ Event updates, pledge raising tips, standardized presentations to motivate their team members.
- ✓ Acknowledgement on India Cares Foundation’s website.
- ✓ Companies who complete the process of registering, making donations by 10 October 2017 will have their name printed on their Team’s running bibs (only Great Delhi Run).
- ✓ Team members participating in the Great Delhi Run race category will be hosted in a special Corporate Cares holding area at the event venue on race day.
- ✓ Visibility for company and CSO supporting within the Corporate Cares holding area.
- ✓ MD or CEO of top 2 contributing companies of ADHM 2016 will be hosted at the Grand Stand on race day to cheer their participating team.
- ✓ Race day photographs for top 2 fund raising members in a Corporate Cares team (*where captured by event’s official photographers, [www.marathon-photos.com](http://www.marathon-photos.com)*). To be eligible for this, the team member must have raised a minimum of Rs 25,000 for his/her chosen cause and such funds must have been submitted and reported to India Cares Foundation on or before 30 October 2017.
- ✓ Team acknowledgement in the docket published post race day.
- ✓ Name of the company on a banner in India Cares stall during the Get Active Expo and in the Corporate Cares holding area on the Race day.

**If you have any queries, please contact us at [meena@icfn.in](mailto:meena@icfn.in) / 9740083121**

We have read through and understood the terms and conditions governing our participation in the Corporate Cares program of the Airtel Delhi Half Marathon2017 and we agree to abide by them.

<b>For (Company Name)</b>	
<b>Authorized Signatory Name</b>	
<b>Signature</b>	<b>Date</b>

Soft copy of this Form filled along with contribution cheque should reach India Cares office.

**India Cares Foundation**

No 227A, 1st Floor, Sant Nagar, East of Kailash, New Delhi 110065

9740083121; [meena@icfn.in](mailto:meena@icfn.in); <http://icfn.in/ADHM/>



## FREQUENTLY ASKED QUESTIONS

<p><b>1. What does my company need to do in order to register for Corporate Cares?</b></p> <p>In order to register for Corporate Cares you must send the following to India Cares:</p> <ul style="list-style-type: none"> <li>✓ The completed Corporate Cares Registration Form signed by an authorised signatory from your company.</li> <li>✓ The donation cheque as per team size made out to your chosen CSO or 'India Cares Foundation.' Receipt will be given by those whose name the cheque is made out to</li> </ul>	<p><b>6. What recognition will my company receive for participating as Corporate Cares Team?</b></p> <p>Your company will get special mention in all relevant reports related to the Run, a special page on India Cares website if details are provided. Your team will have a special holding area on race day for the Majja Run category. During expo and event day, the company name is featured in India Cares holding area.</p>
<p><b>2. Which CSOs are eligible to receive funds through the Corporate Cares programme?</b></p> <p>Only CSOs registered as 'Participating CSOs' with India Cares are eligible to receive funds through the Corporate Cares programme. Please refer to the 'Participating CSOs' list available at <a href="http://icfn.in/ADHM/">http://icfn.in/ADHM/</a></p> <p>You can connect any CSO to India Cares to get their participation if their want to.</p>	<p><b>7. How can I get my employees excited about participating in the event?</b></p> <p>India Cares is happy to come and do a one hour training session for your employees. We can also provide motivational tools such as a short video for your use upon request. Finally, we suggest that you connect with the CSO participant that you have chosen - they may be able to provide you with additional information about how your support will impact their work which can also serve as a motivational tool.</p>
<p><b>3. How do I register the employees running in my Corporate Cares team?</b></p> <p>India Cares will guide you once you confirm participation. All employees have to fill up run registrations forms individual through an online link</p>	<p><b>8. Can we carry/display branded material at the event?</b></p> <p>Yes. Your employees are welcome to wear company T-shirts and carry signs and banners celebrating your company's participation. You may also want to encourage the team to connect with your chosen CSO on this and wear costumes that reflect the CSO cause.</p>
<p><b>4. How many employees can run as part of our corporate team?</b></p> <p>Depending on the number of employees choosing to run, your company is welcome to enter as many teams as you would like as part of Corporate Cares Team, at the donation set per team for any CSO</p>	<p><b>11. Can employees raise funds too?</b></p> <p>Absolutely! They can take a Fundraising guide from India Cares, with tips on raising funds, submit details of their collected funds. For either the same CSO the company supports or for any participating CSO of their choice.</p>
<p><b>5. Can more employees participate in the run apart from the numbers in the Corporate Cares team?</b></p> <p>Yes, they definitely can. The employees in your Corporate Cares team are guaranteed participation. Thereafter, participation will be on First Come First Served basis subject to availability and applicants will have to register directly with Procarn as per the process given in the Entry Form.</p>	<p><b>10. What are CSO Awards :</b></p> <p>The following awards of recognition will be given at the post event Press Conference which will be held 6-8 weeks after the Run:</p> <ul style="list-style-type: none"> <li>• Highest Contributing Corporate in Corporate Cares Category.</li> <li>• Second highest Contributing Corporate in Corporate Cares Category.</li> <li>• Highest Corporate Cares Team Fund Raising.</li> </ul>

