**PUDSEY INDEMNITY AND BOOKING FORM**

Pudsey/Blush is a BBC Children in Need registered trade mark and mascot, much loved by children and adults nationwide. It is very important that the person who is portraying Pudsey/Blush is not seen to be doing anything which would bring Pudsey, BBC Children in Need or the BBC into disrepute.

I, the undersigned, confirm that I have read and understood the Pudsey-Blush Indemnity, Guidelines, Disclosure document and will follow the principles and procedures outlined therein. I also take responsibility for ensuring that there is no legal or other reason why any individuals who act as Pudsey, Blush or their companions should not work with or have contact with children. I will also ensure that anyone performing as Pudsey/Blush or their companions will act in accordance with the guidelines and wear the costume in the correct manner.

I acknowledge that the Pudsey/Blush Bear costume is the property of the BBC and has been loaned to me in good faith. I have received the costume in good working condition. I accept full responsibility for the use of the costume and for any loss and/or damage that might occur to the costume in respect of, but not limited to, any tears, rips, breakages, extreme soiling or lost parts. I accept that if any cleaning is necessary the BBC will use its specialist cleaners and that I will pay for such cleaning. I agree to use the costumes only for the Event listed below and for no other purpose, and to return the costume to BBC Children in Need.

|  |  |
| --- | --- |
| Name of booker |  |
| Role |  |
| Contact Email |  |
| Contact Phone Number |  |
| Dates Required |  |
| Date and time of Event |  |
| Location of Event |  |
| Nature of Event |  |
| Contact for delivery (this may be different to the booker) |  |
| Costume Delivery Address |  |
| Collection Address |  |
| Signature |  |
| Date |  |

Please be aware that the costumes are paid for by the charity and are of significant value. Please treat them with the respect and care they deserve. Please store the costume indoors and away from any extreme heat or chemicals.

I understand that the BBC and the BBC Children in Need Appeal shall not be held liable for any claim made by me, and/or third party, for any loss, damage, cost or expense relating to the use of the Pudsey Bear/Blush costume.

This form should be completed and returned to the loaning office and will be held in accordance with the BBC’s Data Protection Policy and BBC Children in Need’s procedures. For further help contact 0345 6090015.