

Application for Charity Discount Scheme

June 2021

Please return this completed application form to Jersey Post, Postal Headquarters, JERSEY, JE1 1AA.

For further assistance please call Jersey Post Customer Care on 616616 or by emailing charitypostage@jerseypost.com

Charity Information

PLEASE COMPLETE IN BLOCK CAPITALS.

Charity Name:

Address:

Postcode:

AJC Number:

Contact Name:

Contact Telephone:

Email:

Charity Sector: (please specify)

Member of Association of Jersey Charities: ☐ Yes ☐ No

Agreement to Terms and Conditions

I/We have read and understood the Charity Postage Discount Scheme Terms and Conditions and agree to abide by the Terms and Conditions stated therein.

For and on behalf of the Charity:

Signature:

Position:

Print name:

Date:

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Charity Postage Discount Scheme Terms and Conditions

The Charity Postage Discount Scheme (the "Scheme") allows members of the Association of Jersey Charities to purchase stamps, in quantity, at a discounted rate for the sole purpose of enabling members of the Scheme to purchase postage stamps at a discounted rate.

The Scheme is administered by Jersey Post Limited of Postal Headquarters, JERSEY, JE1 1AA (hereinafter called "Jersey Post" which expression shall, where the context allows, include its successors, any assigns and any subsidiary thereof.

The following terms and conditions apply to the Scheme:

1. Eligible Charities

- a. Charities are eligible to apply for membership of the Charity Postage Discount Scheme provided that they are members of the Association of Jersey Charities.
- b. Jersey Post may deem a charity to be eligible or ineligible for membership of the Scheme at its sole discretion.

2. Membership Of The Scheme

- a. Membership of the Scheme is contingent upon Jersey Post receiving a fully and properly completed application form.
- b. Subject to Jersey Post's agreement that an applicant is eligible to join the Scheme and Jersey Post's decision (made at Jersey Post's sole discretion) that the applicant can join the Scheme, the applicant will become a member of the Scheme ("Member").
- c. Subject to approval in accordance with paragraph 2b above, Jersey Post will issue a membership card (the "Card") to a Member within 28 days of the application form being received.
- d. Membership of the Scheme is valid for one year from the date of issue of the Card.
- e. Each Member must reapply for membership of the Scheme by completing a new application form each year.
- f. Jersey Post may withdraw membership of the Scheme from any Member at any time by sending the affected Member(s) notification of withdrawal in writing.
- g. Jersey Post may suspend or withdraw the Charity Postage Discount Scheme at any time by giving notice in writing to all Members. Any withdrawal will come into effect immediately.
- h. Jersey Post may vary the terms and conditions of the Scheme at any time.

3. Purchase Of Stamps

- a. Stamps may be purchased from the main post office in Broad Street or through any sub-post office.
- b. Jersey Post reserves the right to impose a minimum purchase value in order for members to be eligible for a discount on the retail price of applicable stamps. Members will be notified of the minimum purchase value from time to time.
- c. Jersey Post will notify Members of the current discount from time to time.
- d. A valid Card must be presented at the time of each purchase and a 'Charity Stamp Order Form' must be completed for each purchase. No discount will be provided unless a valid Card is presented at the time of purchase.
- e. To ensure that sufficient stock is available, members must fax or phone their order through to the post office or sub-post office from which they wish to purchase the stamps at least 24 hours in advance of the stamps being required.
- f. Payment for stamps purchased under the Scheme is required at the time of purchase. Stamps are not available on account nor on a sale or return basis. The Member therefore assumes all risk in the stamps purchased from Jersey Post.
- g. Stamps will only be sold as whole booklets or sheets, under no circumstances will booklets or sheets be broken into to.

4. Resale Of Stamps

- a. Members must not resell the stamps in order to generate profit. This scheme operates in order to offer charities reduced postage for their own administrative purposes.
- b. If Jersey Post believes that a member of the Scheme is using the stamps for any other purpose, membership of the Scheme will be withdrawn with immediate effect.