

Terms and Conditions

Entering the Competition

1. The volunteer of the week competition (the "Competition") is open to UK residents aged 18 and over ("You") subject to paragraph 2. below.
2. Employees or agencies of Guardian News & Media Limited ("GNM", "We") its group companies or their family members, or anyone else connected with the Competition may not enter the Competition.
3. By entering the Competition you are accepting these terms and conditions.
4. To enter the Competition, you must email a picture and 150 words to voluntarysectornetwork@theguardian.com with "Volunteer of the week" in the subject line. If You have any questions about how to enter or in connection with the Competition, please e-mail us at aimee.meade@theguardian.com with "Volunteer of the week" in the subject line.
5. You are responsible for the cost (if any) of sending your Competition entry to us.
6. Only one entry is permitted per person.
7. The closing date and time of the Competition is 23:59 BST on 28/5/14. Entries received after that date and time will not be considered. GNM reserves the right in its absolute discretion to extend the closing date where the entries are not of sufficient quality.
8. You own the copyright to your Competition entry as its author.
9. By submitting an entry to the Competition, You give GNM:
 - a. Permission for your entry to be published on theguardian.com and grant GNM a non-exclusive, royalty-free, worldwide licence to republish your Competition entry in electronic format and hard copy for purposes connected with the Competition; and
 - b. The right to use your name and town or city of residence for the sole purpose of identifying You as the author of your entry and/or as a winner of the Competition.
10. Your entry must be your own work, must not be copied, must not contain any third-party materials and/or content that You do not have permission to use and must not otherwise be obscene, defamatory or in breach of any applicable legislation or regulations. If We have reason to believe your entry is not your own work or otherwise breaches this paragraph 10, then We may not consider it.

Picking the winner

11. A panel of judges will choose five shortlisted entries from all the Competition entries. Full details of the judging process and the judges are available on request to aimee.meade@theguardian.com.
12. When choosing the shortlist, the judges will be looking for commitment, enthusiasm and the differences the individual has made to the charity.
13. The judges' decision of who the shortlisted are will be made on or before 29/5/14. The judges' decision is final and no correspondence will be entered into.
14. The shortlisted entries will be published on the Guardian Voluntary Sector Network and readers will then vote for a single winner. The voting will close at 23:59 BST on 5/6/14.

The Prize

15. One winner will win an iPad.
16. The winner will be notified by GNM by email on or before 6/6/14. If a winner does not respond to GNM within 28 days of being notified by GNM, then the winner's prize will be forfeited and GNM shall be entitled to select another winner (and that winner will have to respond to the phone call or email from GNM within 28 days or else they will also forfeit their prize). If a winner rejects their prize, then the winner's prize will be forfeited and GNM shall be entitled to select another winner.
17. Details of the shortlisted and their entries will be published on [The Guardian Voluntary Sector Network](#) on 1/6/14. Details of the winner and their entry will be published on The Guardian Voluntary Sector Network on 6/6/14.
18. The prize cannot be exchanged or transferred by You and cannot be redeemed by You for cash or any other prize. You must pay all other costs associated with the prize and not specifically included in the prize.
19. We retain the right to substitute the prize with another prize of similar value in the event that the original prize offered is not available.

Some other rules

20. Entries on behalf of another person will not be accepted and joint submissions are not allowed.
21. We take no responsibility for entries that are lost, delayed, misdirected or incomplete or cannot be delivered or entered for any technical or other reason. Proof of delivery of the entry is not proof of receipt.
22. Details of the winner can be obtained by sending a stamped addressed envelope to the following address: Volunteer of the Week, The Guardian Voluntary Sector Network desk, Guardian News & Media Limited, Kings Place, 90 York Way, London N1 9GU.
23. No purchase is necessary.
24. The winner may be required for promotional activity.
25. The Promoter of the Competition is Guardian News & Media Limited whose address is Kings Place, 90 York Way, London N1 9GU. Any complaints regarding the Competition should be sent to this address.
26. Nothing in these Terms and Conditions shall exclude the liability of GNM for death, personal injury, fraud or fraudulent misrepresentation as a result of its negligence.
27. GNM accepts no responsibility for any damage, loss, liabilities, injury or disappointment incurred or suffered by You as a result of entering the Competition or accepting any prize. GNM further disclaims liability for any injury or damage to You or any other person's computer relating to or resulting from participation in or downloading any materials in connection with the Competition.
28. GNM reserves the right at any time and from time to time to modify or discontinue, temporarily or permanently, this Competition with or without prior notice due to reasons outside its control (including, without limitation, in the case of anticipated, suspected or actual fraud). The decision of GNM in all matters under its control is final and binding.

29. GNM shall not be liable for any failure to comply with its obligations where the failure is caused by something outside its reasonable control. Such circumstances shall include, but not be limited to, weather conditions, fire, flood, hurricane, strike, industrial dispute, war, hostilities, political unrest, riots, civil commotion, inevitable accidents, supervening legislation or any other circumstances amounting to force majeure.
30. The Competition will be governed by English law.