



How to hold a **Charity fun day**

To help you raise much-needed funds for victims of crime, We've listed a few tips to make your event a success.

Planning

Choose a date which doesn't clash with other things. Choose your venue and book it! Set up a committee to help you plan. Think of who you know – people like local entertainers or community figures who could donate games to play, sports equipment, etc.

Why does it always rain on me?

We can't always rely on the British 'summertime' have a plan B ready! Could you move your event inside? Can part of it be covered by a gazebo?

Spread the word

A fun day is a lot more fun with people. Choose a great name and promote well in advance. We can help with poster design and press. But don't forget to advertise in local press, what's on sites, parish magazines and social media, display posters locally, and email local contacts.

Fundraising at your fun day

Remember – businesses and friends will often donate prizes so aim to get everything for free!

Stalls

Tombola, lucky dip, raffle, table top and book sales, face painting, glitter tattoo. Bake sales and baking competitions, arts and craft stalls.

Guess the... number of sweets in a jar, weight of the cake, name of the teddy, name of the song – the more guessing going on, the more money raised!

Ask local traders to attend for a stall price (£50).

Ladies pamper areas – feel pretty from head to toe with facials, make up, hair, pedicures and manicures.

Games

Fancy dress competition, hook a duck, throw a ring over a bottle.

Pin the tail on the donkey, treasure hunts, tug of war, fun races.

Giant garden games, magicians, musicians and morris dancers (ask local community groups to perform).

Bouncy castle, rides etc.

Food and drink

BBQ, candy floss, popcorn and ice-cream (you can often get tradespeople to attend in exchange for a donation to Victim Support or percentage of profits). Tea and coffee, bar (you may need a license).

On the day

Get there early and familiarise yourself where everything is.

Key contacts – have all with you in case

Make your volunteers feel loved! Ensure they have lots of breaks and water/tea/food if they are on a stand all day.

Have fun! It's a charity fun day, not a charity stress day; you've done an amazing job so enjoy it!

Keeping it safe and legal

Check out our website for more details and consider the following points:

- Do you need a risk assessment?
- Does the venue have insurance?
- Licensing – the venue should cover you for selling alcohol, collections, raffle etc. but check if you are unsure.

Advertising

Use social media, Create posters and flyers, contact your local paper and radio, advertise on what's on sites, ask venue to help promote, promote through your networks.

For help with poster design email:
design@victimsupport.org.uk

For advice on press releases:
tel: **020 7268 0202**
email: **press@victimsupport.org.uk**

After your event

Congratulations! All your hard work has paid off but don't forget to thank everyone who volunteered, donated prizes, sponsored or participated in your day. Let them know the final total raised and how that money will help those affected by crime.

Hot off the press – your event was a success! Contact your local newspaper with a press release, the final total and pictures.

Get in touch

We are here to help you plan and make your event a success so please get in touch!

fundraising@victimsupport.org.uk