

# Fundraising Tips A-Z



<b>A</b>	Auction, Antiques Roadshow, Art Exhibition, Aerobathon, Abseil
<b>B</b>	Blind date, Beard shave, Barn dance, Black tie Ball, Bring and Buy, BBQ, Bridge Morning, Bad taste clothing day, Bed race
<b>C</b>	Coffee morning, Car wash, Cycle ride, Concert, Carol singing, Car boot sale, Craft show, Cricket match, Cake bake
<b>D</b>	Darts tournament, Disco, Dance marathon, Dog walking, Dress down day
<b>E</b>	Exercise class, Easter Egg hunt
<b>F</b>	Fashion show, Fishing competition, Fancy dress party/walk/pub crawl, Football tournament, face painting, Fun run, Fayre
<b>G</b>	Guestimates, Garage sale, Garden party, Gala evening
<b>H</b>	Head shave, Halloween Party, Hockey match, Hugathon
<b>I</b>	Ice skating, Indoor bowling, It's a knockout, Italian evening
<b>J</b>	Jumble sale, Jokeathon, Jazz evening, Jelly bath, Juggleathon
<b>K</b>	Kick for Children with Cancer, Karaoke night, Kick a bad habit, Keep fit
<b>L</b>	Lunch party, Line dance
<b>M</b>	Marathon, Massage, Murder Mystery
<b>N</b>	Non uniform day, No smoking day, Netball competition
<b>O</b>	Open day at work or your garden, Open air concert
<b>P</b>	Plant sale, poetry competition, Pub quiz, Parachute jump, Pantomime, Pancake race, Promise auction
<b>Q</b>	Quizzes, Quit smoking, Question of sport
<b>R</b>	Rugby match, Raffle, Roller skating, Raft race, Race night
<b>S</b>	Sponsored Silence, Swear box, Sponsored Swim, "Swishing" (clothes swap)
<b>T</b>	Talent contest, Tasteless party, Threelegged pub crawl, Treasure hunt, Tennis match, Teddy Bears picnic, Tug-o-war
<b>U</b>	Unwanted gift sale
<b>V</b>	Variety show, Volleyball match
<b>W</b>	Wine tasting
<b>X</b>	Xxxathon (kissathon), Xmas party
<b>Y</b>	Yummy Mummy event, Yodelling concert
<b>Z</b>	Zany as you can be

And above all be creative and have a lot of fun fundraising for CLIC Sargent.

**Thank you for your support.**

**Contact us: 0845 602 4770**



[www.clicsargent.org.uk](http://www.clicsargent.org.uk)

Registered charity number 1107328 and registered in Scotland (SC039857)

# Fundraising Guidelines for CLIC Sargent Supporters



Thank you for deciding to raise funds for CLIC Sargent, we are very grateful for your support. You can rest assured that any money you donate will go towards helping us achieve our vision of a world where all children and young people with cancer live life to the full. Our team of fundraising staff are here to help and assist you with all your fundraising needs, so please do not hesitate to contact us.

- If you have planned a fundraising event, please inform us here at CLIC Sargent, so we can make a record of it, we can also provide you with support and resources to help make your event a success.

## Is it legal?

Some methods of fundraising are restricted by charity law, if you are unsure please contact your local fundraiser.

- Collections - You are required by law to have a licence or permit from your local authority in order to hold a street collection, house to house collection or any other collection in a public place. Collections in pubs, factories and offices are included in house-to-house collections, so you are also required a permit for these collections. You will need to make an application through your town/ city council licensing department to gain a permit. Please discuss your plans to hold a collection with the fundraising team who can supply you with the relevant materials.
- Raffles/ Lotteries – If your raffle or draw is held within a 24-hour period, in one venue and is part of another event, you can use cloakroom tickets. Tickets should never be more than £1 each. If your raffle lasts longer than 24 hours you will need to get printed tickets. To comply with legalisation there are a number of things that must be printed on each ticket. Please contact CLIC Sargent for help with this when you are ready to go to print.
- Correspondence/ Publicity Material - When writing any correspondence or producing any publicity items as part of your fundraising please remember to include CLIC Sargent's registered charity number wording: "Registered charity number 1107328 and registered in Scotland (SC039857)".

## Is it safe?

You will need to plan your event carefully and well in advance. Remember your fundraising idea doesn't have to be complicated to be successful, but it should always be fun!

- Make sure your venue is safe and don't forget crowd control.
- Be careful regarding security, particularly if you are carrying money around or if there will be large amounts of money at the event.
- Do you have the right insurance cover?

We are also obliged to tell you that CLIC Sargent recommends that persons undertaking fundraising events take out appropriate Personal Accident and Public Liability Insurance as CLIC Sargent cannot accept responsibility for claims, of whatever nature, that may arise from an event which is outside of our control.

## Collecting Boxes

The law requires that boxes should be sealed and numbered. This is to try to reassure those making donations that they are finding their way to the intended charity. Boxes without or with seals that are damaged also look extremely unprofessional and do not reflect well on that charity. Replacement seals are available from your local fundraising contact. Please ensure that two people are present when a tin is opened and counted.