

GUIDE
DOGS



The Great Guide Dogs Tea Party

Let's get your
tea party started!



We are utterly delighted that you have chosen to host a Tea Party for Guide Dogs – let the truly scrumptious fun begin!

Inside this kit you will find the perfect ingredients to make your fun-raising event a success. I recommend splendid cups of tea, finely cut sandwiches, indulgent cakes and of course, great friends!

Whether your party is small and quaint or a grand party at home, work or in your community, the money you will raise will help Guide Dogs to change lives, just like mine!

In 2012, Guide Dogs paired me with my first ever guide dog, Unity, and that was the moment when my new life began! Thanks to Guide Dogs, I have the freedom to travel the winding streets of London and live my life to the full at university. With Unity by my side I feel I can conquer the world and achieve my dreams!

So thank you so much for fundraising for Guide Dogs – every penny positively counts!

I wish you lots of luck and hope you have a terrific time!

Emily



Your Great Guide Dogs Tea Party is a piece of cake!

All you need to do is:

1

Select a date and venue

2

Send your invites & setup a JustGiving page too!

3

Have a terrific time at your party!

4

**Bank your tea totals
(see page 10 for details)**

5

Et Voilà – You're a life changer!



Check out our top tips for raising dough on Page 6

Add a dash of distinction

You can throw a wonderful tea party at home, work or within your community. If you wish to add a dash of distinction then you could cherry pick from one of the themes below...

Garden Tea Party



Vintage Tea Party



Children's Tea Party



Mad Hatters Tea Party



Puppy/Dog Party



National Tea Day 21 April



We rely on donations to continue our life-changing work. Every pound raised makes a difference to people in the UK living with sight loss.

Seasonal tea parties!



Easter extravaganza

After you have found all the eggs, why not relax in the warmth with hot cross buns lathered with butter, followed by Easter biscuits and carrot cake.



Halloween howl

Create a haunted house tea party with frightening fancy dress and play ghoulish games. You can feast on scary sandwiches and drink Dracula's punch!



Merry Christmas

Heavenly hot chocolates with yummy yule tide cake, with your favourite festive songs playing. Don't forget to wear your Santa hats at the tea party table!



Top Tip

Any occasion can be made into a Great Guide Dogs Tea Party!

Raise lots of dough!

Raising dough is easy peasy lemon squeezy!

Bake off

Why not ask your guests to enter your Bake Off competition. You could request a donation fee to enter and award the 'Star Baker' a prize!

Donate at the gate

Sell tickets in advance of your party or ask guests to donate on arrival.

Sweet sweepstake

Get your guests to pledge their guesses by using our Sweet Sweepstake, which is included in your kit.

Raffle

Collect unwanted gifts and prizes from friends and family and throw a raffle or tombola. Check out our raffle guidelines on the scratch card provided in this pack.

Price labels

Add price labels to the cakes and put the donation box in a prominent place.

Leftovers

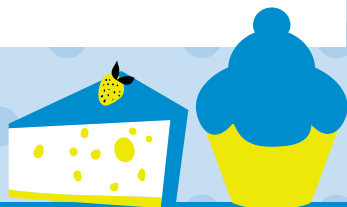
Don't fancy eating or throwing cake away? Why not sell leftover cakes to your guests, your neighbours, or take the cakes into work the very next day and sell to your colleagues.

It's a match

Find out if your employer operates a Matched Giving scheme to double the amount of money you make.

Top tip

Every penny you raise positively counts to help people living with sight loss!



Why not celebrate your dogs important milestones with a Great Guide Dogs Tea Party?

Sprinkle in Some Fun!

Roll the coin



Clearly mark the start line, and position the bottle 5m away. Roll your £1 towards it without hitting the bottle. The coin that is the closest – wins!

Blindfold faked or baked challenge

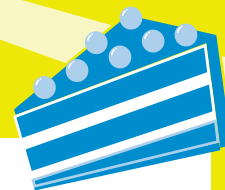
Provide blindfolds for your guests and challenge them to a taste test. Will they be able to discover which is faked and which one you baked?

Sugar cube drop

Who can build the tallest tower in 30 seconds?



Cake decorating



Allow your guests to get cake creative or biscuit brilliant. Guests can pay to take part and for any creations they wish to take home.

Guess the weight of the cake



Can your guests guess the correct weight of the cake? If they can, they get a bigger slice!

Tea tray memory game

Place an array of tea related objects on a tea tray. Allow your guests 30 seconds to memorise the objects, and then cover the items. Who will remember the most?



Top Tip



Charge an entry fee to participate in the games!

Please note none of these activities are eligible for Gift Aid.

The scrumptious spread

Pull off a tea party soirée with style!



Arrival drinks:



First things first – a cuppa, a sit down and a chat. Traditional teas or flavoured teas are one of the vital ingredients. Don't forget the bubbles - you could also pop open the fizz and serve cocktails in a teapot for a quirky twist.



Spectacular sandwiches:

For a tea party that's big on classics, serve finely cut Sandwiches filled with traditional fillings such as: **Cucumber and cream cheese, coronation chicken, ham with grain mustard, or egg mayonnaise with watercress** – simply delicious!

Heavenly scones and cakes:



What tea party would be complete without homemade scones?

Set the splendour and serve scones warm and fresh on the day - with lashings of cream and jam. Start a table debate, and ask your guests what should be spread first, the cream or the jam?

To ensure your guests have a wonderful time accompany your scones with indulgent cakes like: **Lemon Drizzle Cake • Coffee & Walnut Cake • Chocolate Brownies • Victoria Sponge**

Top tip



Ask your friends to host the next one!



Top Tip



Increase your tea totals with our Sweet Sweepstake!

Shopping list

It's people like you that make the difference! Here are some examples of exactly what your fundraising for Guide Dogs can provide:

£5

Could support a working guide dog partnership for a day.



£25

Could buy a white harness, the iconic symbol of a working guide dog.



£95

Could buy a **Training School Kit** for one of our guide dog trainers who teach pups the specialist skills they will need to become a fully qualified guide dog.



£140

Could buy a **Starter Kit** for a new guide dog owner, containing everything they need to start a life with their new guide dog.



Guide Dogs is working to give people with sight loss the confidence and skills they need to live the life they choose.

Totting up your tea funds!

Once all the tea has been guzzled and the crumbs are swept away, it's time to pat yourself on the back and say well done – you did it! Then it's time to tally up your tea funds and send the life-changing money you raised to Guide Dogs, either by: phone, mail or online via Just Giving.

Here's how



By phone - Pay your money via credit or debit card directly by calling **0800 953 0113**. Don't forget to quote **Tea Party**.



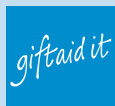
By cheque - Please send a cheque made payable to Guide Dogs Guide Dogs, Hillfields, Burghfield Common, Reading RG7 3YG or call **0345 143 0192**. Remember to put your name and address on the back of the cheque with the code **Tea Party** so that we can bank your money correctly.



By bank - Take the included paying-in slip to Barclays bank.



JustGiving - Setting up is a piece of cake, and paying in is easy just go to **justgiving.com/guidedogs**



Gift Aid - To find out more about gift aid visit: **guidedogs.org.uk/faqs/gift-aid/**



Top Tip



Don't forget to quote Tea Party when banking your tea totals!

Thank you

You are truly wonderful!

Guide Dogs relies on donations from individuals and companies to continue our life changing work.

So anything you raise through your Tea Party makes a huge difference and helps us to change lives!

Thank you so much

If you need any help or extra resources please give us a call **0345 143 0192** or email **fundraiseforus@guidedogs.org.uk**

You can also like us on Facebook and follow us on Twitter.

 **facebook.com/guidedogsUK**

 **[@guidedogs](https://twitter.com/guidedogs)**



James and his guide dog Bart

Your tea party participation helps us to change lives!



Where there is tea...

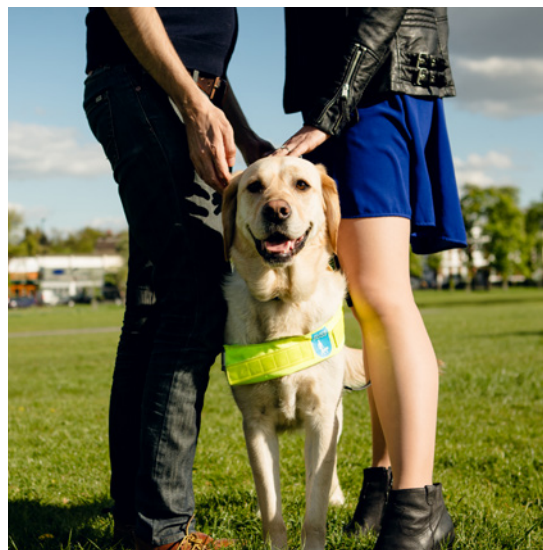
There are life changers!

The Great Guide Dogs Tea Party is an amazing way to get together with your nearest and dearest whilst treating yourselves to an array of finger sandwiches, indulgent cakes, and warm scones. Not only will you have a terrific time but you will also be helping us to change lives for people living with sight loss.

Thank You For Changing Lives



Justin and his guide dog Nugget



Lauren and her guide dog Umber

Just £5 a day helps keep a guide dog partnership on the road!
www.guidedogs.org.uk/teatime or call 0345 143 0192