

GUIDE  
DOGS

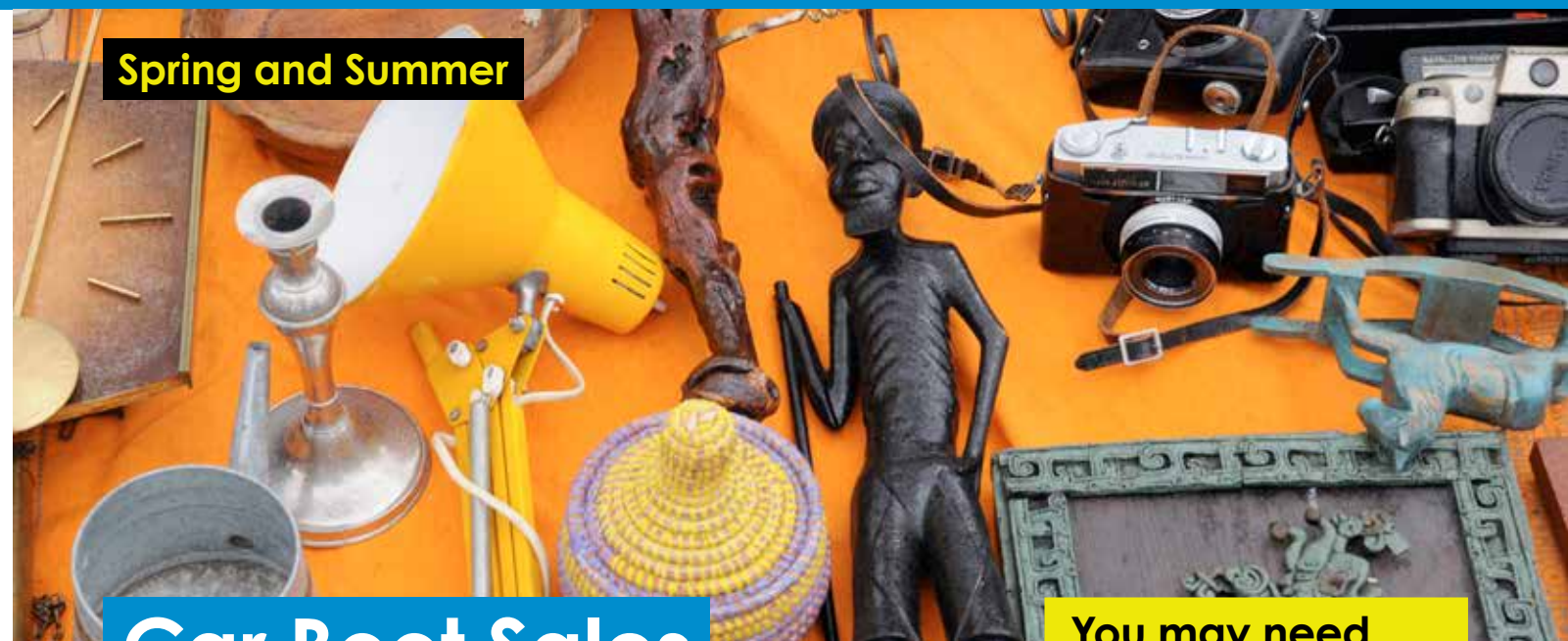


# Simple how to guide for social events



# Contents

Car Boot Sales	3
Open Gardens	4
Treasure Hunts	5
Bingo Nights	6
Blind Skittles	7
The Great Guide Dogs Tea Party	8
Coffee Mornings with a Twist	9
Sponsored Walks	10
Indian and Chinese Nights	11
Jumble Sales	12
Quiz Nights	13
Race Nights	14
Stars in Their Eyes	15
Wrapping Service	16



Spring and Summer

## Car Boot Sales

- You may need**
- To take receipts of cars who have paid for a space
  - Check items that are on sale are suitable for family viewing
  - Helping Guide Dogs form

Car Boot connoisseurs will know that the early bird catches the worm. You can either have a Car Boot Sale for 2 hours or one that lasts all day. It's entirely up to you.

We advise mapping out your car park or venue, and carefully decide how many cars you can have. Liaise with a Facility Manager or contact your local council.

We suggest bookings in advance to avoid queues of cars on the day. A fair price to charge is £5 per car. You could also contact your local Ice Cream Van to attend your event and ask for a donation.

### Advertise Your Event

Start planning your event at least 2 weeks prior to your event. Try to advertise in as many different ways that you can;

- Within your Fundraising Group and Guide Dog Family
- Facebook and Twitter
- Notice boards
- Emails
- Use our ready made printable resources [www.guidedogs.org.uk/fundraiseforum](http://www.guidedogs.org.uk/fundraiseforum)
- Or contact your local Community Fundraiser for advice.



Remember it is important to keep it safe and legal. Before you start planning your event, go to [www.guidedogs.org.uk/fundraiseforum](http://www.guidedogs.org.uk/fundraiseforum) for more information and our top tips. Alternatively, contact your local Community Fundraiser.



Spring and Summer



## Open Gardens

An Open Garden day is a fantastic way for your community to get together. This event allows admirers to wander around other people's colourful gardens and ask budding questions to the gardener. Each gardener can charge an entrance fee per person to view their garden. You can then collect their donations at the end of the event.

Make your Open Garden a winner by treating your guests to strawberries and cream.

**Top Tip!** Give your guests the chance to buy a piece of your garden by offering bedding plants for a donation.

### Advertise Your Event

Start planning your event at least 2 weeks prior to your event. Try to advertise in as many different ways that you can;

- Within your Fundraising Group and Guide Dogs Family
- Facebook and Twitter
- Notice boards
- Emails
- Use our ready made printable resources [www.guidedogs.org.uk/fundraiseforum](http://www.guidedogs.org.uk/fundraiseforum)
- Or contact your local Community Fundraiser for advice.

### You may need

- Street banners and posters around the village
- To organise a light refreshment stall
- To arrange a suitable street village where visitors can park or walk to
- Helping Guide Dogs form



Spring and Summer



## Treasure Hunts

From your garden to your local park, it's fun to plan and organise a Treasure Hunt. Design a treasure hunt around your local area and get friends to form teams after donating an entry fee. You can plan the best clues or items that participants need to bring back.

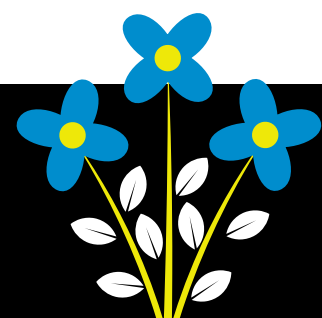
### Advertise Your Event

Start planning your event at least 2 weeks prior to your event. Try to advertise in as many different ways that you can;

- Within your Fundraising Group and Guide Dogs Family
- Facebook and Twitter
- Notice boards
- Emails
- Use our ready made printable resources [www.guidedogs.org.uk/fundraiseforum](http://www.guidedogs.org.uk/fundraiseforum)
- Or contact your local Community Fundraiser for advice.

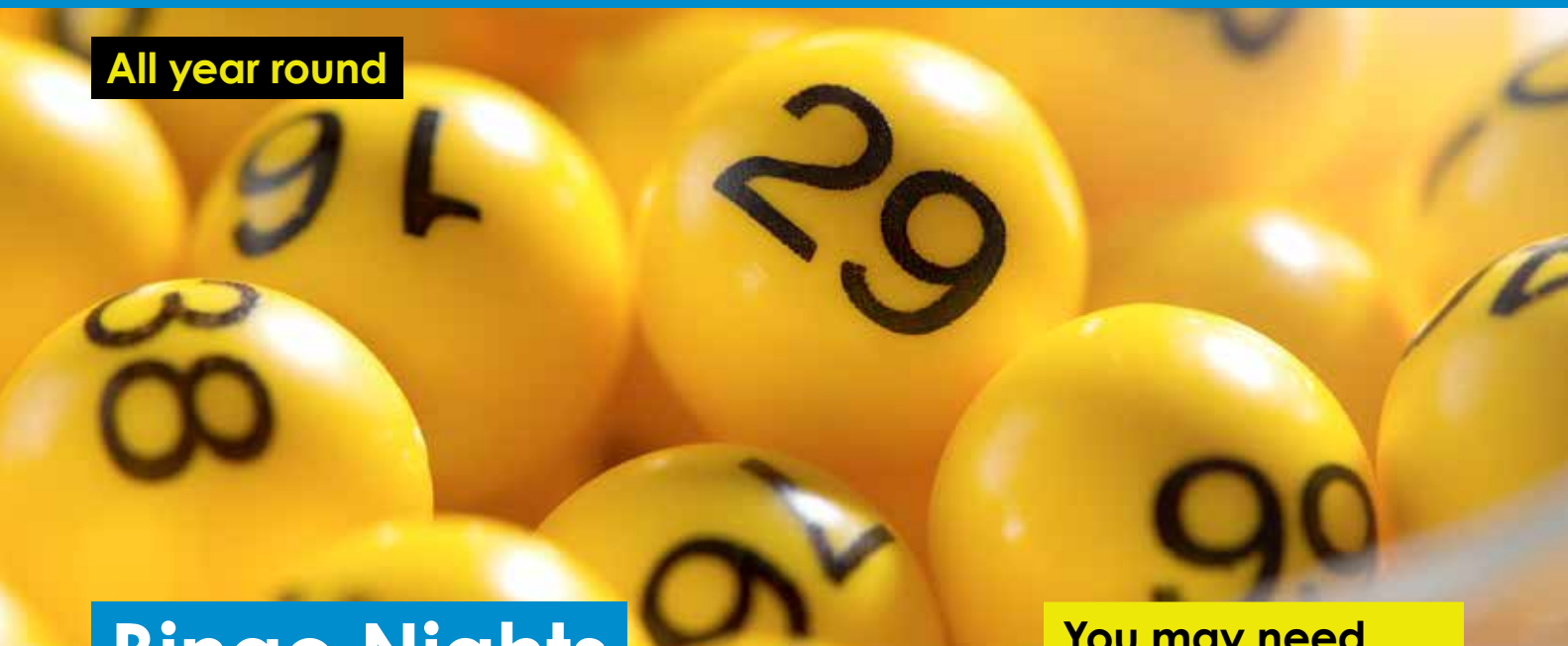
### You may need

- Maps that contain a clear set of rules
- A telephone number to contact for emergency
- Specific start and finish time
- Stop watches
- Score board
- Pens
- Prizes
- Helping Guide Dogs form





All year round



## Bingo Nights

Eyes down, dabbers read, full house for a prize. Everyone wins at Guide Dogs Bingo Night! The game works by players having cards containing a set amount of numbers. If a number is called which matches their card, they can cross it off. The first to cross off all their numbers (called a full house) wins!

You could charge your bingo players an entrance and a book fee. £5 in total is a reasonable price to charge. Prizes could be items that have been donated, for example, wine, chocolates, teddy bears, vouchers etc. If you have a venue that can cater for food and drink you may want to have an interval for your bingo players and host a raffle too!.

### Advertise Your Event

Start planning your event at least 2 weeks prior to your event. Try to advertise in as many different ways that you can;

- Within your Fundraising Group and Guide Dogs Family
- Facebook and Twitter
- Notice boards
- Emails
- Use our ready made printable resources [www.guidedogs.org.uk/fundraiseforum](http://www.guidedogs.org.uk/fundraiseforum)
- Or contact your local Community Fundraiser for advice.

### You may need

- Bingo cards
- Bingo sets
- Dabber pens
- A microphone and speakers
- Volunteers to check full houses
- Change box
- Tables and chairs
- Helping Guide Dogs form



88

25

61

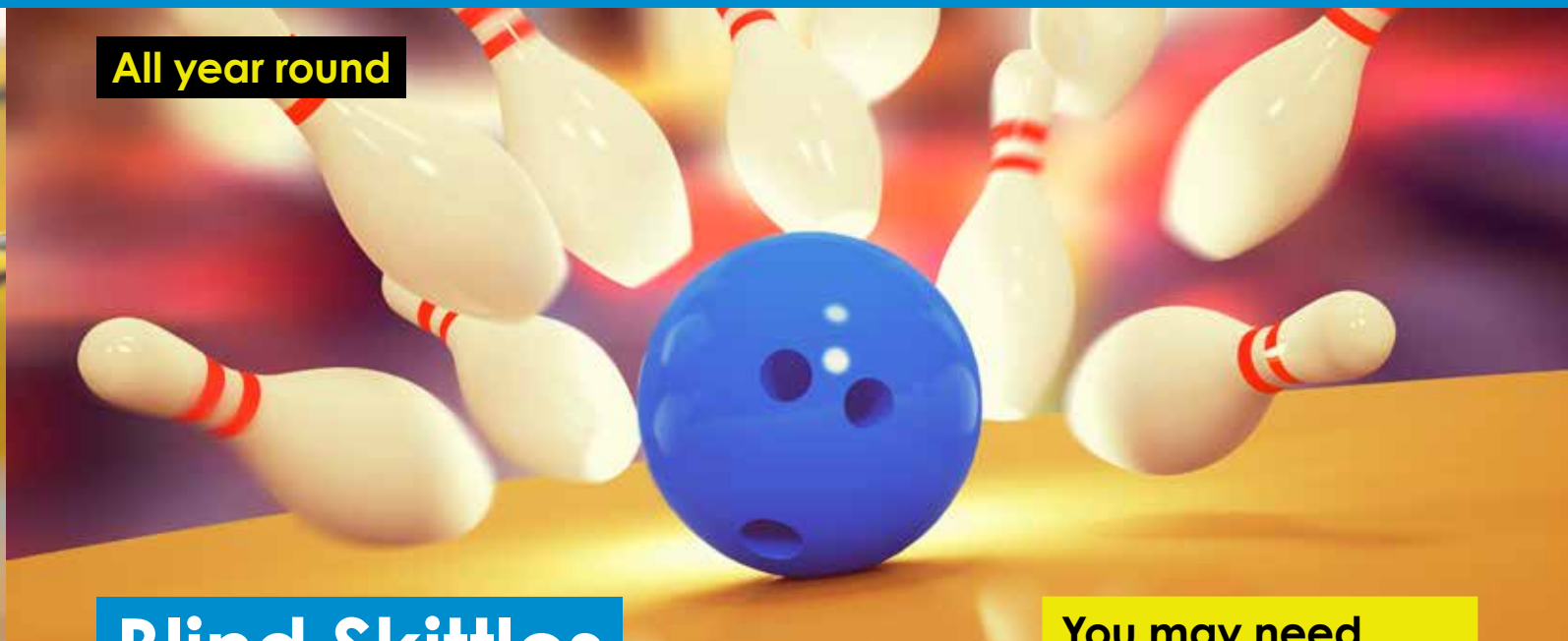
1

8

Jump and jive! It's fundraising time!

6

All year round



## Blind Skittles

Blind Skittles is a fun event, as everyone who participates has to wear a blindfold if they want to play. Visit your local tenpin bowling alley and ask if they would be kind enough to donate some bowling lanes to host a Blind Skittles event for Guide Dogs. You can charge participants per team or per person and have a prize for the winners.

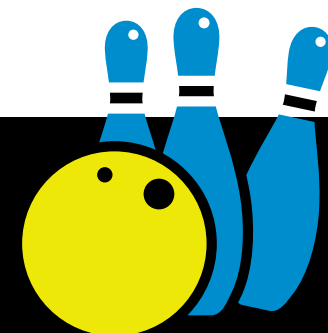
### Advertise Your Event

Start planning your event at least 2 weeks prior to your event. Try to advertise in as many different ways that you can;

- Within your Fundraising Group and Guide Dogs Family
- Facebook and Twitter
- Notice boards
- Emails
- Using the printable resources on the intranet, [www.guidedogs.org.uk/fundraiseforum](http://www.guidedogs.org.uk/fundraiseforum)
- Or contact your local Community Fundraiser for advice.

### You may need

- Advice from the bowling alley for guidance on how to set up the tournament and how many players you can have
- Collection boxes on each lane
- Spare blindfolds
- Helping Guide Dogs form



Rock and bowl!

7



All year round



## The Great Guide Dogs Tea Party

There is always time for a Great Guide Dogs Tea Party. Simply put the kettle on and serve delicious cakes and sandwiches to your friends. You can sell tickets to your party, hold a raffle, play guess the weight of the cake and sell any leftovers at the end. If you would like to add balloons, bunting, a sweepstake and invitations to your Tea Party, then order our Great Guide Dogs Tea Party Kit by emailing [communityfundraising@guidedogs.org.uk](mailto:communityfundraising@guidedogs.org.uk) or call **0345 143 0192**.

### Advertise Your Event

Start planning your event at least 2 weeks prior to your event. Try to advertise in as many different ways that you can;

- Within your Fundraising Group and Guide Dogs Family
- Facebook and Twitter
- Notice boards
- Emails
- Use our ready made printable resources [www.guidedogs.org.uk/fundraiseforum](http://www.guidedogs.org.uk/fundraiseforum)
- Or contact your local Community Fundraiser for advice.

### You may need

- A venue that has tables and chairs
- Lots of nice cakes
- Tea, coffee, milk, sugar, cutlery, napkins, plates etc.
- Change box
- Helping Guide Dogs form



All year round



## Coffee Mornings with a Twist

We have lots of brilliant bakers in our groups who are great at creating yummy cakes! But how about asking your local garden centres or nurseries to donate some bedding plants or flowers too? Your event can become a mini Garden Centre Café!

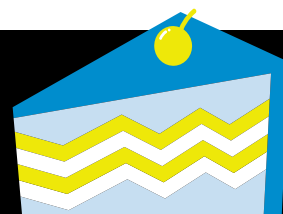
### Advertise Your Event

Start planning your event at least 2 weeks prior to your event. Try to advertise in as many different ways that you can;

- Within your Fundraising Group and Guide Dogs Family
- Facebook and Twitter
- Notice boards
- Emails
- Use our ready made printable resources [www.guidedogs.org.uk/fundraiseforum](http://www.guidedogs.org.uk/fundraiseforum)
- Or contact your local Community Fundraiser for advice.

### You may need

- A venue that has tables and chairs
- Lots of plants & cakes to sell
- Stalls, tea, coffee, milk, sugar, cutlery, napkins, plates etc.
- Change box
- Helping Guide Dogs form



Any occasion can be a  
**Great Guide Dogs Tea Party!**

Remember it is important to keep it safe and legal. Before you start planning your event, go to [www.guidedogs.org.uk/fundraiseforum](http://www.guidedogs.org.uk/fundraiseforum) for more information and our top tips. Alternatively, contact your local Community Fundraiser.



All year round



## Sponsored Walk

Why not organise a sponsored walk? The walks can take place anywhere across the UK, any day of the week and the walk can be as long as you want. From parks, to beaches, to stately homes, this walk makes it fun for family and friends. All you need to do is sought permission from the venue, choose a date, and scope out the walk.

### Advertise your Event

Start planning your event at least 2 weeks prior to your event. Try to advertise in as many different ways that you can;

- Within your Fundraising Group and Guide Dogs Family
- Facebook and Twitter
- Notice boards
- Emails
- Using the printable resources on the internet, [www.guidedogs.org.uk/fundraiseforus](http://www.guidedogs.org.uk/fundraiseforus)
- Or contact your local Community Fundraiser for advice.

### You may need

- Maps
- A telephone number to contact for emergency
- Specific start and finish time
- Helping Guide Dogs form



All year round



## Indian and Chinese Nights

Meet with your favourite Chinese or Indian restaurant and ask them to hold an exclusive evening meal solely for Guide Dogs (usually a quiet night for them). Ask them to give you their best price per head for a buffet or 3 course meal. For example you pay £5 per ticket, but you then charge £10 per ticket. You can sell tickets and invite friends, families, and local companies. You may want to hold a raffle as well.

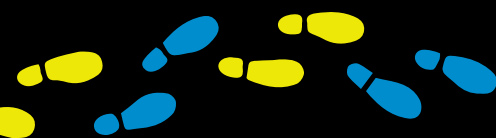
### Advertise Your Event

Start planning your event at least 2 weeks prior to your event. Try to advertise in as many different ways that you can;

- Within your Fundraising Group and Guide Dogs Family
- Facebook and Twitter
- Notice boards
- Emails
- Use our ready made printable resources [www.guidedogs.org.uk/fundraiseforus](http://www.guidedogs.org.uk/fundraiseforus)
- Or contact your local Community Fundraiser for advice.

### You may need

- Take along banners, bunting and/or balloons to help theme the evening
- Collection box
- Take a raffle book and prizes
- Helping Guide Dogs form





All year round



## Jumble Sales

Make your Jumble Sale the best bargain event in town! In advance, ask your group, friends, family and colleagues to donate all their unwanted jumble items. In addition, you can ask local companies whether they would like a stall in exchange for a small seller's fee. Plus you could also set up a Guide Dogs trading stall too!

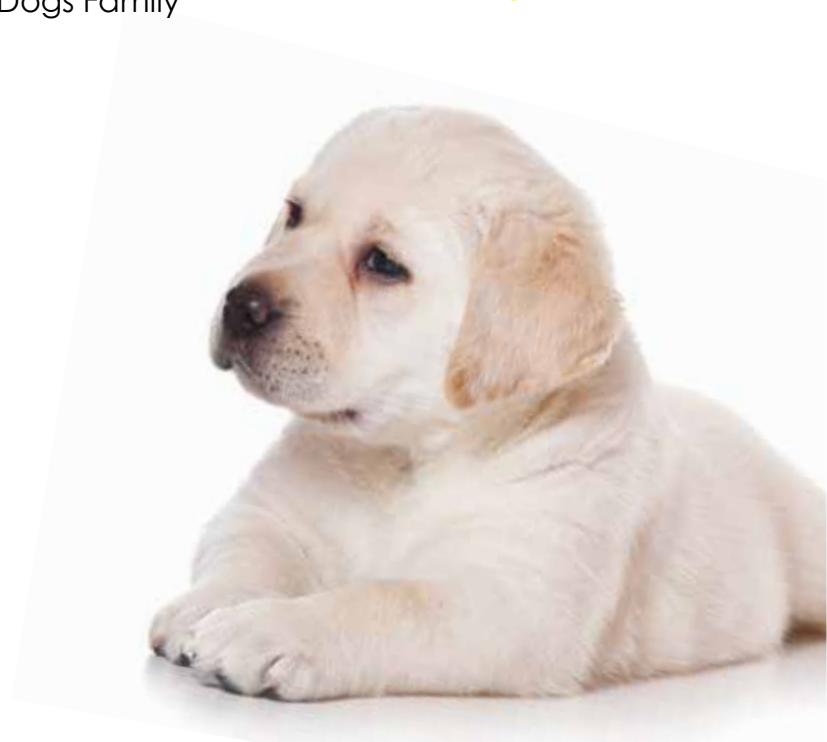
### Advertise Your Event

Start planning your event at least 2 weeks prior to your event. Try to advertise in as many different ways that you can;

- Within your Fundraising Group and Guide Dogs Family
- Facebook and Twitter
- Notice boards
- Emails
- Use our ready made printable resources [www.guidedogs.org.uk/fundraiseforus](http://www.guidedogs.org.uk/fundraiseforus)
- Or contact your local Community Fundraiser for advice.

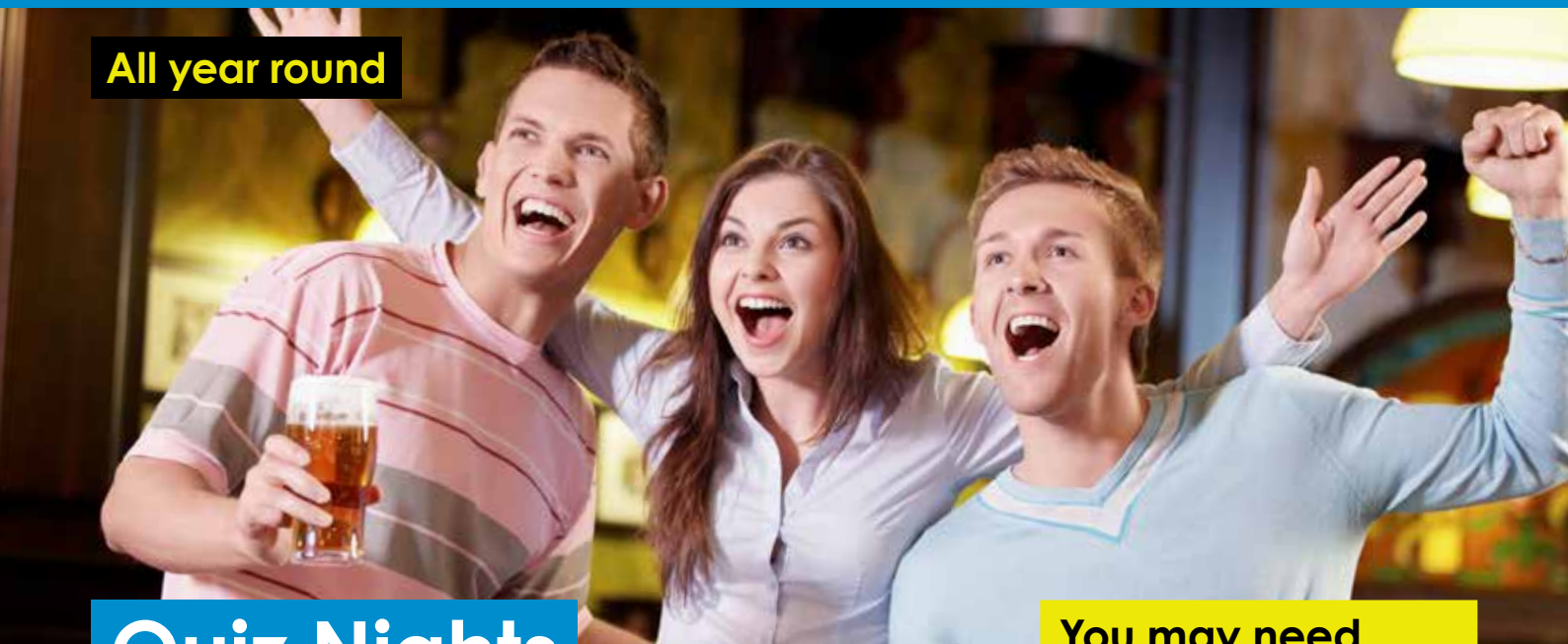
### You may need

- Tables and table cloths
- Clothes rails and hangers
- Change box
- Stickers and pens to price
- Trading items
- Refreshments
- Helping Guide Dogs form



Rumble in the **jumble**

All year round



## Quiz Nights

Organising a Quiz Night is easy, providing you have the correct answers and keep score on each round! Get a head start by visiting our website and downloading the quiz, including a special Guide Dogs round. You can charge per team and include beverages on the table. Alternatively you could ask your local pub to hold the quiz for you.

### Advertise Your Event

Start planning your event at least 2 weeks prior to your event. Try to advertise in as many different ways that you can;

- Within your Fundraising Group and Guide Dogs Family
- Facebook and Twitter
- Notice boards
- Emails
- Use our ready made printable resources [www.guidedogs.org.uk/fundraiseforus](http://www.guidedogs.org.uk/fundraiseforus)
- Or contact your local Community Fundraiser for advice.

### You may need

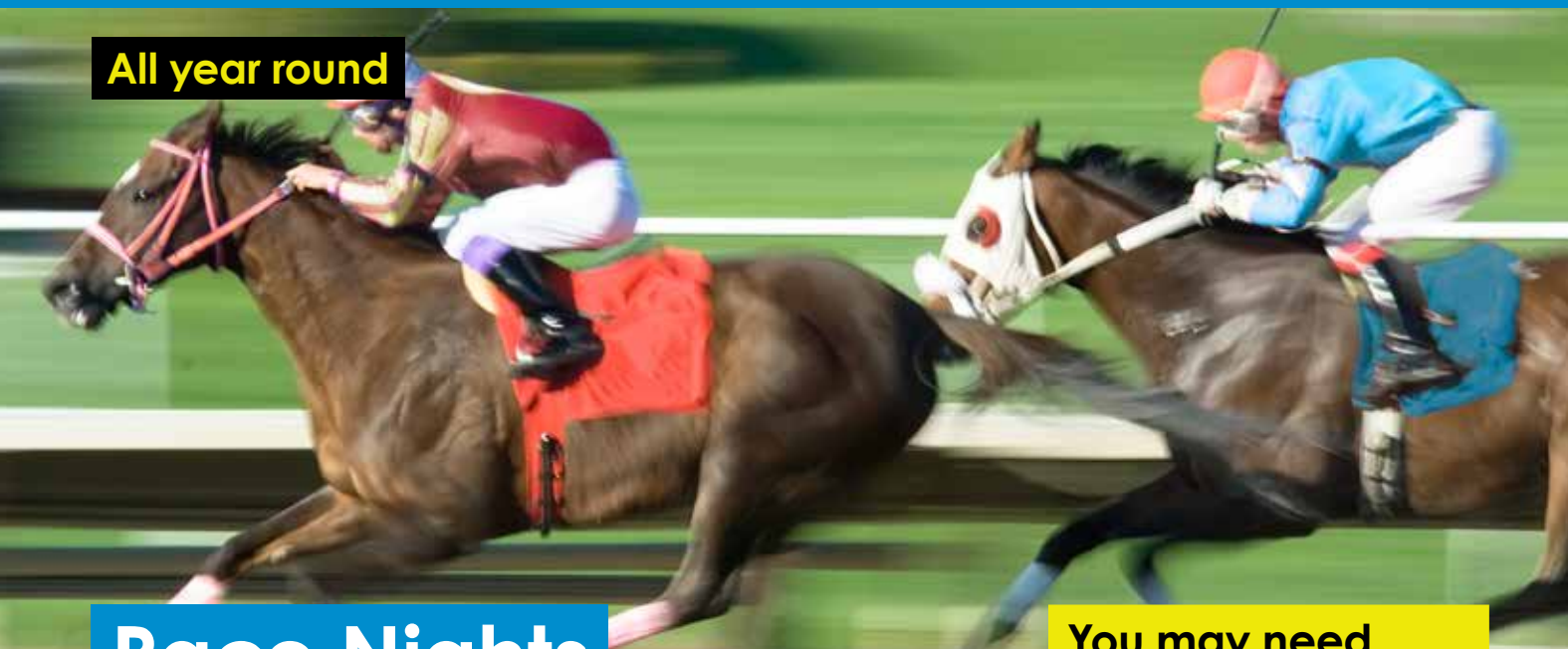
- Mic system
- Table & chairs
- Question and answer sheets
- Scoreboards
- Pens
- Prize for the winner
- Pop up banner, street banner, and/or posters
- Helping Guide Dogs form



**Top Tip!** Fine anyone who gets caught cheating on their mobile phones!



All year round



## Race Nights

Race night kits can be found online, and by finding the right venue you will be sure to have a great time. See pack on how to use for more details. Alternatively contact your local events company who come in and host the event for you. You can sell tickets to the event, have a sweepstake on which horse will win, or ask local businesses to sponsor a race. The structure of how you want to run your race night is entirely up to you, and dependent on your venue size.

### Advertise Your Event

Start planning your event at least 2 weeks prior to your event. Try to advertise in as many different ways that you can;

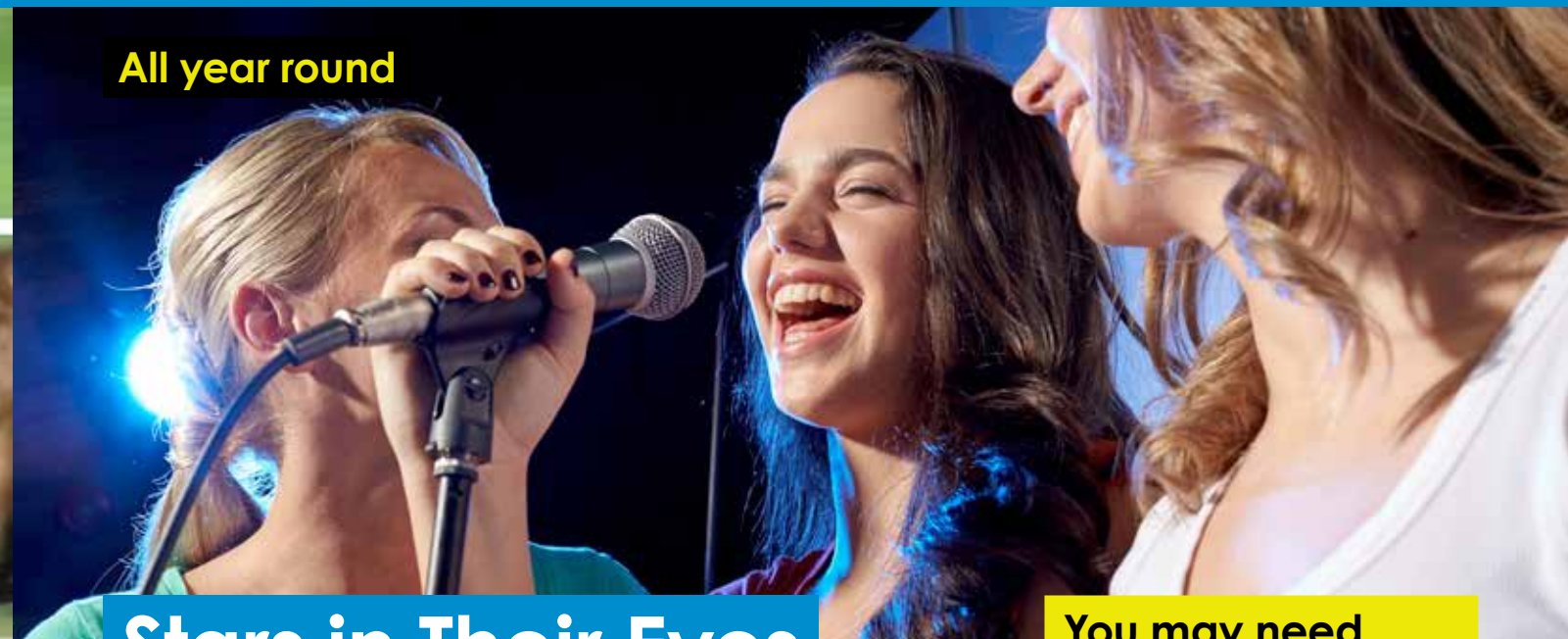
- Within your Fundraising Group and Guide Dogs Family
- Facebook and Twitter
- Notice boards
- Emails
- Use our ready made printable resources [www.guidedogs.org.uk/fundraiseforum](http://www.guidedogs.org.uk/fundraiseforum)
- Or contact your local Community Fundraiser for advice.

### You may need

- Race Night Kit
- Collection boxes
- Pop up banners and posters
- Raffle tickets and prizes
- Helping Guide Dogs form



All year round



## Stars in Their Eyes

'Tonight Guide Dogs, I'm going to be...!' Hosting a talent show is a highly enjoyable evening. Ask a local DJ or Karaoke company to provide the music and sound equipment. You can then liaise with local residents, friends and family perform as their favourite singer or band! We recommend holding your event in a location with a dance floor or stage. For instance your local golf club, rugby club, town hall, hotel or school, would be a perfect venue! Not only that, you can sell more tickets to your event by advertising directly with the venue and entice people with fabulous raffle prizes too.

### Advertise Your Event

Start planning your event at least 2 weeks prior to your event. Try to advertise in as many different ways that you can;

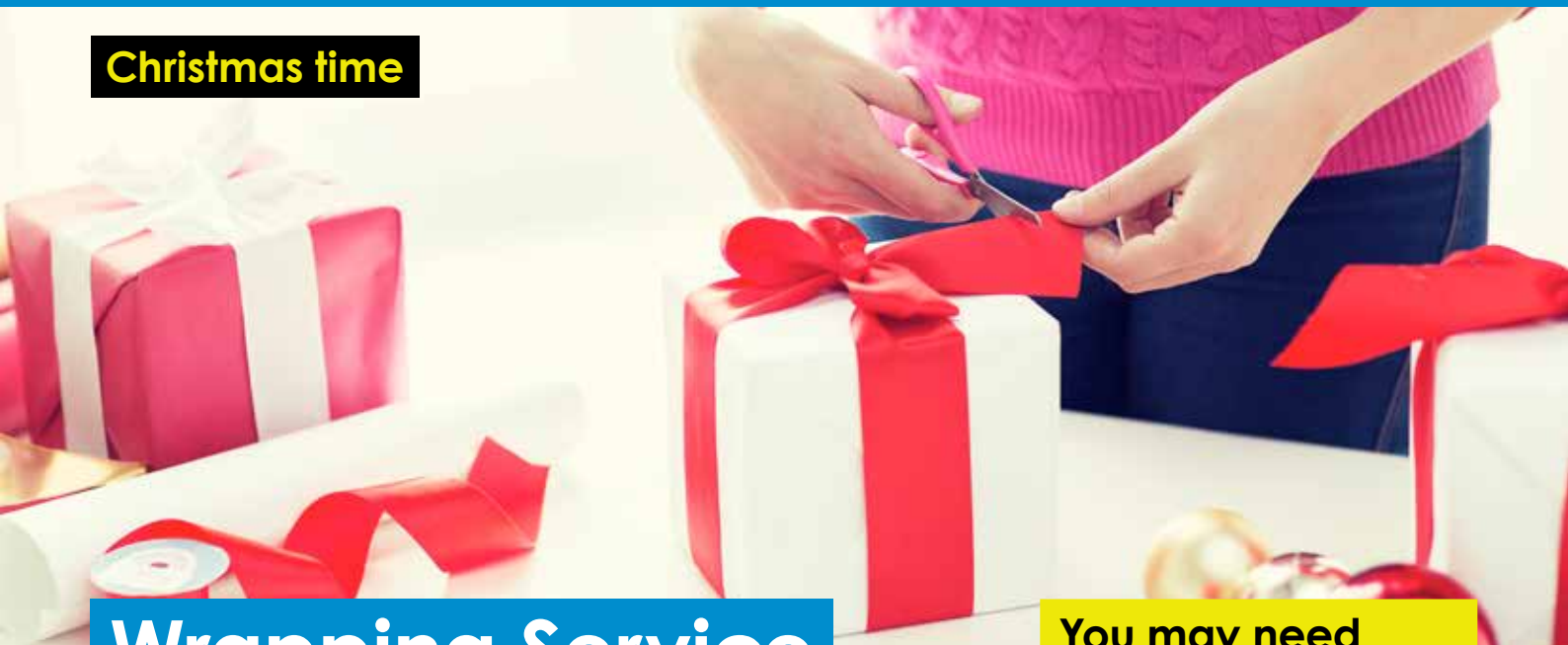
- Within your Fundraising Group and Guide Dogs Family
- Facebook and Twitter
- Notice boards
- Emails
- Use our ready made printable resources [www.guidedogs.org.uk/fundraiseforum](http://www.guidedogs.org.uk/fundraiseforum)
- Or contact your local Community Fundraiser for advice.

### You may need

- Raffle or tombola items
- Pop up banner, street banner, and/or posters
- Agenda of night
- Changing rooms for your participants to get ready
- Helping Guide Dogs form







# Wrapping Service

Before the festive season begins, write to your local stores, garden and shopping centres and request a table so that you can offer a wrapping service in exchange for a donation. You could even sell and wrap our popular trading items, using Guide Dogs wrapping paper.

## Advertise Your Event

Start planning your event at least 2 weeks prior to your event. Try to advertise in as many different ways that you can;

- Within your Fundraising Group and Guide Dogs Family
- Facebook and Twitter
- Notice boards
- Emails
- Use our ready made printable resources  
**[www.guidedogs.org.uk/fundraiseforum](http://www.guidedogs.org.uk/fundraiseforum)**
- Or contact your local Community Fundraiser for advice.

## You may need

- Table and chairs
- A variety of wrapping paper, decorations, gifts tags, lots of scissors and selotape
- Change box
- Collection box for passers-by who do not want to use the service, but still want to donate
- Trading items
- Helping Guide Dogs form



Remember it is important to keep it safe and legal. Before you start planning your event, go to **[www.guidedogs.org.uk/fundraiseforum](http://www.guidedogs.org.uk/fundraiseforum)** for more information and our top tips. Alternatively, contact your local Community Fundraiser.