



Music Recitals, Music Concert, Marathon, Market Stall, Masked Ball, Midnight Matinee;

Nearly New Sale;

Open House, Old Time Music Hall, Outgrown Exchange – (clothes);

Parachute Jump, Pantomime, Pennies – mile or jar, Pet Show, Plant Sale, Puppet Show;

Quiz night;

Race Night, Raffles, Rag Week, Rallies, River Raft Race, Record Breaking, Record Making;

Sale of Work, Scavenger Hunt, Swimathon, Skydive, Sponsored Events; Darts, It's a Knockout etc, Sports Day, Street Collection, Stop Smoking, Swap Shop;



Tea Party, Talent or Tennis Competition, Toy Fair, Theatre Gala Evening, Theme Evening, Tombola, Treasure Hunt, Trivial Pursuit, Tug-of-War Competition, Table Top Sales;

Underwater diving/display/treasure hunt;

Vegetable Sale, Veteran Car Rally;

Wine tasting, Water Sports, Whist Drive, Window Cleaning, Wind Surfing;

Xmas Parties;

Yacht Party, Your Own Thing or any **Z**any Ideas ...



PINNT

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PINNT's

Fund-raising Guidelines



'Thank you' for considering PINNT as the beneficiary of your fund-raising activities. All monies donated to PINNT are used to further the aims and objectives of the charity. We are a non-profit making charity and welcome your support.

Whilst we hope your fund-raising activity is fun there are a few formalities that we, as a charity, must carry out to safeguard all parties involved.

Letter of authorisation:

Before you commence any fund-raising activity, please contact our General Secretary to discuss your ideas, as we are very keen to help you. You will then be given an authorisation letter or email and offered any help we may be able to provide i.e. advertising your event in Online or on the website, sponsor forms, personalised posters as well as informing you how to use 'Virgin Money' – on line donating.

Sponsored events:

Where you will be seeking sponsorship for your particular event in aid of PINNT, official forms must be used. If for any reasons alternative forms are being proposed, these must be approved by PINNT. No PINNT artwork or charity details can be used without prior approval of PINNT. Where necessary official artwork can be provided for your use.

Type of event:

Want to do something but are not sure exactly what? Well take a look at our A-Z of fund-raising ideas to see if anything sparks your interest. Not everything is about running and pushing yourself (and others) to the extreme, there various ways to fund-raise.

Collection Boxes:

Should you wish to use collection boxes ask PINNT if they can be provided. Boxes will need to be correctly sealed and display the charity details.



Advertising your event:

To maximize support start planning early and use any resources you can to gain maximum support/attendance. Use electronic communications to let all your friends, family and potential sponsors/supporters know the full details of how they can get involved or sponsor/support you. If it is an event that needs a wider audience then consider local radio, local papers or even local TV channels.

Licences:

Licences for social events – A licence needs to be considered for certain situations: music and dancing, extended hours, copyright and royalties, food and drink, sale of alcohol. When necessary contact your local Police for advice.

Street Collections – Applications for a permit must be made at least six weeks in advance to the appropriate local authority. No children under 16 are allowed to collect money. Collectors must carry a sealed box marked 'PINNT. Registered Charity No. 327878'. Collectors must stay on the pavement. Further information and boxes are obtainable from PINNT.

Expenses:

PINNT cannot be responsible for any expenses incurred in the course of organising and holding an event on our behalf. All expenses should be kept to a minimum. All reasonable expenses incurred may be deducted from the income from the event. Receipts should be kept for your own security. A receipt should be given for all items donated and all cash donations above £10.00. We ask that you keep accounts for the event for all money collected, including the amounts collected in collecting boxes, etc. Also, to satisfy enquiries from members of the public, the Charity Trustees or our auditors, we suggest that you follow the usual practice of having witnesses when any monies are counted.

Key points to consider

1. **Always** write/contact us first including your fundraising idea so we can provide you with an official letter of authorisation.
2. All event/fundraising literature **must** include the statements 'In aid of PINNT', and 'Registered Charity No. 327878'
3. You will need to appoint a responsible person to receive and hold all monies raised.
4. Your event must be legal and safe.
5. Time your event to ensure maximum attendance.
6. Good publicity helps raise more funds but has to be planned in advance.

*Good Luck
and have
Fun!*

For further information please contact the General Secretary. All cheques must be made payable to: 'PINNT'.



A- Z of Fund raising

Auctions, Antiques fairs, Art Exhibition, Athletic Meetings, 'At Home' Evening, Anything Goes;

Balloon Race, Baby Sitting, Baby Show, Ball, Bingo, Bed Push, Book Sale, Barn Dance, Bazaar, Beard Shaving, Bring 'n' Buy Sale, Bicycle Race, Beauty Demonstrations, Bowling Event, Bridge Drive, Barbecue, Bob-a-Job;

Car Boot Sale, Car Cleaning, Carol Singing, Coffee Mornings, Coins in a Fountain, Collections, Car Rally, Carol Service, Children's Party, Christmas Draw, Cinema Night, Clay Pigeon Shoot, Competitions, Concerts, Cricket Match, Cheese and Wine Party;

Darts Match, Dances, Demonstrations, Derby Day, Draw, Dinner Dance, Disco Party, Displays, Dog Show, Donkey Derby;

Easter Egg Hunt, Egg and Spoon Race, Exhibitions;

Fancy Dress Ball, Fashion Show, Festivals; Craft, Drama, Flag Show, Flower Show, Football Match, Fortune Telling, Fencing Displays, Fete, Film Show, Fishing Contest, Fun Fair;

Gala Evening, Garden Party, Golf Tournament, Go-kart Good As New Sale, Grand Draw, Gymkhana, Garage Sales;

Halloween Party, Hobbies show;

Individual Gift; Gift Day, an hours pay, donations, Indoors Games ...

Jam Making, Juggling Contest, Judo Display, jiving, Jumble Sale;

Kiosks; Coffee etc, Kite Flying Competition;

Lawn Mowing, Lecture Night, Lottery, Luncheons;

