



AnimalsAsia

Until the cruelty ends

How to create your own event



Thank you for your interest in the work of Animals Asia Foundation and for requesting information on how you can help by holding your own fundraising event. If you are super keen to help but have no idea where to start then look no further.

Fundraising Ideas & Events



Always remember that we are only a phone call away and we have experience of helping to organise fundraising events so be sure to keep in touch and call us if you need help.

Our UK office number is **01752 224 424** or email events@animalsasia.org.uk

Here are a few fundraising ideas that might inspire you:

Art Exhibition	Halloween party
Arts & crafts festival	Jumble sale
Antiques fair	Karaoke night
Auction	Lottery
Barbecue	Music competition
Book sale	Music festival
Bingo night	No uniform day in school
Car boot sale	Poetry competition
Charity ball	Painting competition
Christmas raffle	Pantomime
Coffee morning	Pub quiz night
Collection of loose change	Raffle
Collection box in your office	Sponsored swimathon
Disco	Sponsored walk
Fancy dress party	Street collection
Flower show	Treasure hunt
Garden party	Talent competition
Gala evening	Wine tasting evening

How do I start?

The first step is to decide the type of fundraising event you want to hold, and what you're capable of organising. Remember the best events are the ones that you'll enjoy, so choose something that you'll have fun with.

Get some help from family & friends

It will be easier and more enjoyable to organise an event with other people, so speak to your friends and family about your ideas and seek their help and advice. You'll need to find people who are reliable as well as creative, hardworking and enthusiastic.

Make a plan

Start with a list of things that need to be done and a timetable for doing them. This will help you work out the number of people you'll need to help you put the event together. Once you have that, then set a date and spread the word!

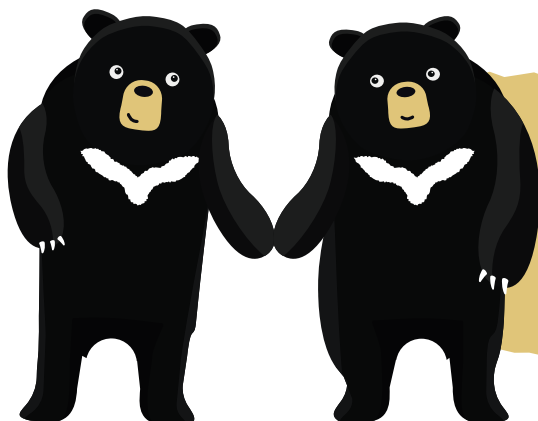
Hold a meeting

Get everybody together to talk about the event. Usually you'll find that people will volunteer to carry out certain duties, but you may need to assign some tasks to people in the group. At the end of the meeting be sure that everyone has a written record of what they need to do and by when.

Why not get your local community on board?

Invite local businesses to make a donation or donate in kind by offering their venue for the event or goods/services as prizes. Maybe you could get your work involved as well by holding an event and asking management to match the funds you raise. See the Workplace Giving section on our website:

www.animalsasia.org/uk/donate/workplace-giving



If you can't organise your own event, you can always take part in events or campaigns already set up. See our website for what's on locally and globally.

Promote

Get the word out! Promote your event with posters or flyers (we can send you these) and ask local shops to display them for you. Contact your local newspaper and/or radio station and ask them for help. You could approach a local printing company and ask them to print some leaflets about your event for free. Why not send out invitations to your circle of friends and ask your circle to ask their circles!

Schools are often keen to be involved with community events and also a great way to publicise your event – they may even wish to help out! Email us today to find out how you can get your school involved: UKQueries@animalsasia.org.uk or visit: www.animalsasia.org/GetInvolved

Event venue

If it's a small event with a few friends and family, then try to use your own home or a friend's home. But if you want something bigger such as a dance or disco, you could hire a church hall, scout hut or community centre room. Speak with people in the local community and find out if somebody has links with the local community centre as they may be able to book the hall for a discount.

How to make money for the animals!

Set a fundraising target. This will inspire you and your supporters to work to achieve it! How you raise money is up to you. The simplest ways are to ask for a minimum donation for entrance or participation, or to set up an Animals Asia donation box and let your guests donate as much as they like.

We suggest you ask your guests to donate, rather than pay a fee or charge, because Gift Aid can be claimed on donations. If guests can't attend the event, you can invite them to donate using a donation form. Donation forms or sponsorship forms are available on request.

Set up a fundraising page

A great way to raise sponsorship is via the website Virgin Money Giving: <http://uk.virginmoneygiving.com/>

You will get your own fundraising page which enables you to send a web link to all of your friends, family and work colleagues and they can use it to make a donation online. You'll get a page that enables you to send a web link to your friends, family and work colleagues and they can use it to make a donation online.

This is often much simpler than having to run around with a sponsorship form and collect all the money after the event and saves Animals Asia a vast amount in administration time. Virgin Money Giving collects the donations and pays them directly into our bank account. They also claim the Gift Aid for us.

Gift Aid

If you're in the UK remember you can increase donations by 25% through Gift Aid. Make sure your guests know it's a fundraiser before they come along so they're prepared to donate.

If your guests would like to make their donations go further please pass on their contact details to us so we can send them a Gift Aid Declaration. Or ask them to complete one of our forms [here](#).

Remember to capture the fun! Take lots of photos, we encourage our supporters to share their wonderful fundraising activities on our social media platforms so you can inspire other people to do the same. Please just post your photos to our Facebook page here: www.facebook.com/AnimalsasiaUKevents

Some important guidelines for representing Animals Asia

- **Don't use sponsorship money as donations to fund your event (eg buying food, alcohol, etc)**
- **Try to be cruelty free. If your event involves food, please consider giving meat a miss.**
- **Keep prizes cruelty free too – avoid leather and fur, and cosmetics that have been tested on animals. We have an ethical policy that you can request from your local office.**
- **Please avoid using venues used for animal sports.**

For more information contact us on **01752 22 44 24** or email UKQueries@animalsasia.org.uk

Tell us what you're doing!

Please remember to let us know what you are getting up to, we love hearing all the fantastic fundraising activities our wonderful supporters get up to. All you have to do is complete this super easy online form here:

www.animalsasia.org/TellUs



Stay informed

Remember you can always stay informed about our work by visiting www.animalsasia.org which is packed with information on our projects:

- **End Bear Bile Farming:** putting an end to the cruel trade of bile farming where bears are kept immobile in cages for up to 30 years, suffering daily bile extractions through a metal tube
- **Cat & Dog Welfare:** putting an end to the eating of cats and dogs for their meat and encouraging companion animals and the benefits they can bring
- **Captive Animal Welfare:** putting an end to the cruelty on zoos, safari and marine parks including animal performances in China and Vietnam



You can also keep up-to-date via Jill's blog, or our social media accounts.

 [AnimalsAsiaUKEvents](#)

 [AnimalsAsiaUK](#)

 [AnimalsAsiaUK](#)

UK events

For upcoming events, please go to our website and click **Get involved**. You'll see that our office and supporters in the UK are extremely active and there are lots of fundraising activities planned throughout the country.

We'd obviously love to have you join up as a supporter of Animals Asia. Donations can be made over the website and if you'd like some of our literature to distribute we'll gladly send this to you. If you haven't already done so, please sign up for our latest news and information so we can keep you informed of our progress: [Sign up to My Animals Asia](#).

Thank you once again for showing your support and being a moon bear hero! It is people like you that are allowing us to continue our vital animal welfare work in China and Vietnam.