

How to hold a coffee morning

Put the kettle on, chat with friends or colleagues while making a real difference to Action on Hearing Loss

Planning the day

- Choose a date that doesn't clash with other events in your area.
- Choose your venue: at home, in a local community centre, or even at work.
- Get your community involved. Are there any local groups who may want to run a stall or help in some way?
- Don't forget that not everyone likes coffee, so include tea and other refreshments.



- Ask your local supermarket or bakery if they would donate some goodies to help keep your expenses down.
- Make sure you have volunteer helpers to set up, serve the coffee and to bake some of the cakes.

Raise some money

- Ask for a donation for refreshments.
- Add and charge for some extra activities. Try a vote for the best cake, hold a quiz, jumble sale or raffle.
- Ask for one of our collection boxes for extra pennies and loose change on the day.

After the day

- Thank anyone who helped you.
- Get your event in any local papers or newsletters. Send a press release with a photo and final total.
- Once you have held your very successful event, please do send us your money. However much you raise, your support will make a huge difference to the 11 million people affected by deafness, hearing loss or tinnitus. Thank you for fundraising for Action on Hearing Loss.



**Have fun and good luck!
Most importantly, thank you for
raising much-needed funds for
Action on Hearing Loss.**



**For all your fundraising materials, please contact:
community.fundraising@hearingloss.org.uk**