

Fundraising Guidelines

LICENSES

A license may need to be considered for events which include the use of music, dancing, extended hours, copyright and royalties, food and drink, and the sale of alcohol.

RAFFLES, DRAWS, LOTTERIES etc.

Different rules and regulations apply for lotteries of different sizes. Contact PMH Foundation for more information.

SPONSORSHIP GUIDELINES

Before approaching potential sponsors for your event please check with PMH Foundation, as we might have some suggestions on who to approach and this helps guarantee that there is no cross over of sponsorship.

PUBLICITY GUIDELINES

Publicity for your event may be vital to its success. All publicity material must be seen by the publicity coordinator at PMH Foundation before distribution.

MEDIA RELEASES

Aim to catch and hold attention. Keep it snappy and stick to the facts. It should state 'MEDIA RELEASE' in large and bold text at the top of the page.

Catchy or humorous headlines are most effective. Essential details should be contained in the first paragraph. The following paragraphs should answer the questions: What? Where? When? How? and Who? You should always try to include quotes, and they should be in bold. Always type your release, and provide a contact number at the bottom of the page in large type.

The release should be no longer than a page.

Please check the document with the PMH Foundation Publicity Department before releasing to the public. If suitable, we will require you to complete an Affiliated Fundraising Agreement form, for legal reasons, and return it to us.

FURTHER INFORMATION

For further information please contact the Foundation.

Donations to Princess Margaret Hospital Foundation will be used towards the treatment and care of patients at Princess Margaret Hospital.

When you have decided what event you would like to hold, contact the Foundation and we will assess your concept.

All cheques should be made payable to:
Princess Margaret Hospital Foundation

Address: GPO Box D184,
Perth WA 6840

Phone: (08) 9489 1100

Fax: (08) 9489 1199

Email:
stitches@pmhfoundation.com

Website:
www.pmhfoundation.com

Fundraising

PUT THE FUN INTO



CREATING YOUR OWN FUNDRAISING EVENT OR PROJECT

You can make a difference to the sick and injured kids of Western Australia by creating your own special fundraising event for Princess Margaret Hospital Foundation.

www.pmhfoundation.com



PRINCESS MARGARET HOSPITAL
foundation

Thank you for supporting Princess Margaret Hospital Foundation

Fundraising Ideas From A - Z

Here are some suggestions for fundraising. Please contact the Foundation team to discuss using these, or any other ideas.



FUND RAISING

Whether you are working on your own, with a group of friends, or as part of an organisation, your first step should be finding the best way for you to make money. Ideas for fundraising events are limitless – let your imagination run wild. We have listed a few ideas you might like to consider – but really, the possibilities are endless. Think about what is best for you.

KEY POINTS

- Write to us first with your fundraising plan and budget, so we can give you an official fundraising letter.
- Events should always be described as being "In aid of Princess Margaret Hospital Foundation".
- You will need to appoint a responsible person to handle monies raised.
- Time your event to ensure maximum attendance.
- Publicity needs to be planned well in advance in order to raise the maximum amount of funds possible. This needs to be approved before release.



PRINCESS MARGARET HOSPITAL
foundation

- Antique Fairs
- Art Exhibitions
- 'At Home' Evening
- Auctions
- Athletics Meetings
- Autowash Day
- Baby Show
- Baby Sitting
- Ball
- Balloon Race
- Barbecue
- Barn Dance
- Bazaars
- Beard Shaving
- Beauty
- Demonstrations
- Bed Pushes
- Bicycle Treasure Hunt
- Bingo
- Book sale
- Bowling Event
- Bridge Drive
- Bring and Buy Sale
- Car Boot Sale/Auction
- Car Cleaning
- Car Rally
- Carol Singing
- Carol Service
- Children's Party
- Chopping Firewood
- Christmas Draw
- Christmas Fair
- Cinema Charity Night
- Clay Pigeon Shoot
- Coffee Parties
- Coins in a Fountain
- Collections
- Competitions
- Concerts
- Costume
- Cavalcade
- Cricket match
- Coin Collection
- Dances
- Darts Match
- Demonstrations
- Dinner dance
- Disco Party
- Displays
- Dog Show
- Dollar Stalls
- Dress Days
- Exhibitions
- Expeditions
- Fancy Dress Ball
- Fashion Show
- Festivals
- Fencing Displays
- Film Show
- Fishing Contest
- Flower Show
- Flower Fund
- Football Match
- Fortune Telling
- Fun Fair
- Gala Evening
- Garden Party
- Gift Shop
- Golf Tournament
- Good as New Sale
- Grand Draw
- Greyhound Meetings
- Gymkhana
- Halloween Party
- Hobbies Show
- House Opening
- Individual Gifts
- Indoor Games
- Jam Making
- Jobs about the house or garden
- Jumble Sale
- Kiosks
- Lawn Mowing
- Lottery
- Luncheons
- Mannequin Parade
- Marathon
- Market Stall
- Masked Ball
- Midnight Matinee
- Model Making
- Musical Recital
- Nearly New Sale
- Old Time Music Hall
- Outgrown Exchange
- - clothes
- Pantomime
- Payroll Deduction
- Scheme
- Pet Show
- Plant Sale
- Puppet Show
- Quizzes
- Race Night
- Raffles
- Rallies
- Record Swaps
- Sale of Work
- Scavenger Hunt
- Secondhand Market
- Shooting
- Competition
- Speakers Panels
- Sponsored Events
- Sports Day
- Stop Smoking
- Stunts
- Sweet Box
- Sweet Making
- Swimming
- Carnivals
- Swap Shop
- Stamp Collections
- Tea Party
- Talent Competition
- Tennis Tournament
- Theatre Gala
- Toy Fair
- Treasure Hunt
- Tug of War
- Vegetable Sale
- Veteran Car Rally
- Wig Party
- Window Cleaning
- Wine Tasting
- Party
- Wine and Cheese
- World Record Beating
- Your Own Thing
- Zany Ideas