



Zellweger UK

Charity Number: 1166389

Email = admin@zellweger.org.uk

Fundraising Pack

Thank you for choosing to fundraise for Zellweger UK, you can be confident that every penny you raise will go straight to the aims and goals of the charity and not to expensive office over heads or staff salaries. Everyone involved in running Zellweger UK does so on a volunteer basis. We do not receive any Government funding, nor do we knock on doors or send out begging letters so we deeply rely on people raising money in ethical ways. All our collection tins are made from recycled plastic.

There are lots of ways to raise money, the two main ways to gain sponsorship for the event you are participating in is the traditional sponsor form or an online donation page, such as Go Fund Me. Please use Zellweger UK sponsor form if you are using a paper one.

If You Are Holding Events To Fundraise

If you hold an event such as a car boot sale or quiz evening the money raised is not a personal donation from you and it cannot therefore be Gift Aided. When paying in your money for these types of events, please make a reference to how the money was raised and who you are.

Any advertising, posters, etc. must display our charity number 1166389.

Please carry out a risk assessment and ensure everybody's health and safety is considered. If doing a sponsored cycle, walk or run, please ensure there are Marshalls along the route.

Public Collections

You have to request permission to collect from Zellweger UK and obtain a letter confirming so. You will need a permit from your local council to collect on public land or the landowner's permission to collect on private land.

Please contact us to receive instructions of this simple way to raise money for us.

Sending your money to us

Paying money in by post – please do not send cash in the post, ask Zellweger UK to send you a Lloyds bank paying in slip. If you are unable to get to a Lloyds bank, please pay online and give a reference so we know who you are. Cheques made out to Zellweger UK can be sent to our Chair – Mrs Natasha Hunt, 75 Elder Close, Chard, Somerset TA20 1BQ.

Please send in any sponsorship forms you have used, ensuring (if we can claim gift aid on their donation) sponsors have completed their address, post code and ticked the gift aid box.

PayPal – Our PayPal account takes Euros as well as Stirling. Log into PayPal and send money to admin@zellweger.org.uk.

Please send in any sponsorship forms you have used, ensuring (if we can claim gift aid on their donation) sponsors have completed their address, post code and ticked the gift aid box.

Standing Order – you can set up a payment by standing order. Our bank account is with Lloyds Bank, account name is Zellweger UK, Account number 31197060, Sort Code 30-80-27 and branch is Palmeston Road, Southsea. Please put your name in the reference so we know who you are.

Please send in any sponsorship forms you have used, ensuring (if we can claim gift aid on their donation) sponsors have completed their address, post code and ticked the gift aid box.

Online transfer - Our bank account is with Lloyds Bank, account name is Zellweger UK, Account number 31197060, Sort Code 30-80-27 and branch is Palmeston Road, Southsea. Please put your name in the reference so we know who you are.

Top Fundraising Ideas

You can ask local supermarkets and companies if they would donate a raffle prize or auction prize. It is good advertising for them. You may even be able to get food donated or wine for a wine tasting evening. Do not be afraid to ask.

Ask people to set up a standing order – no amount is too small, even £2 a month (obviously more will be greatly appreciated). Standing orders are great because the donor is in control, they do not have to tell Zellweger UK if they wish to cancel it at any time.

King of the Tin - build up a fundraising community around you by asking local traders to have a collection tin. Number and list where they are and then collect them when they are full. Ask Zellweger UK to send thank you letters so the staff know how much they have raised.

Great North/South Run – register online to take part and set up a Go Fund Me sponsor online account. Contact us for a running vest and download our paper sponsor form. The place you have been allocated is worth more than the £35 registration fee you have paid. This means that you are receiving a financial benefit and as a result, people who are “connected to you” are not eligible for Gift Aid. People who are “connected to you” are: family or civil partner. Therefore, please ask them **not** to tick any gift aid boxes.

Other great fundraising ideas

Human hungry hippo – charge people to enter and get children or adults to lay tummy down on a skateboard with someone holding their legs to push and pull them back to collect balls in baskets, see who can collect the most. Give a prize to the winner.

Dress Down Day - Ideal for places with strict dress codes such as offices and schools. People donate to charity in return for wearing casual clothing.

Barbecue - As we move into the warmer months, set up a charity BBQ and ask people who attend to donate. Just make sure you cover overheads!

Charity Car Wash - A fundraising car wash for your chosen charity is simple to organise, fun to do, and is a great way to raise funds.

Slave Auction - Much like a conventional auction, people bid to have a slave for the day. The highest bidder wins, the slaves are auctioned off for various tasks such as ironing, cooking, the sky's the limit.

Charity Head Shave - Charity head shaves have long been a popular way of raising cash for good causes. The idea is simple and a great attention grabber, guaranteed to attract publicity to your chosen cause.

Quiz Night - If jumping out a plane isn't your thing and prefer to limit social recreation to an evening down the pub for the weekly quiz- then consider organising your own one for charity! Charge people an entry fee or even a levy on every wrong answer. Contact local business to see whether they can donate a prize for the winning team. Quiz nights are a great way to raise cash whilst having fun at the same time.

Raffles - A great way to raise money for your chosen charity. If you can get businesses to donate prizes even better. Much like the lottery, raffles interest people as they have a chance of winning and if they don't win their money is going to a good cause.

Sweepstake - Run a sweepstake in the office on how many times your colleague leaves their desk during the day or how many times your boss gets a cup of coffee. Charge for entry with the nearest guess winning a prize. A simple, yet effective way to raise money.

Garage Sale - One person's trash is another person's treasure. Why not organise a garage sale? You can spring clean your home and offload unwanted presents/items whilst making money.

Cake Sale - Bake some cakes and set up a cake and bake sale at your home/work place or school. You could also serve hot and cold drinks to increase revenue. Remember to cook a wide selection of different cakes to cater for all tastes.

Charity Auction - A lucrative fundraiser that can raise lots of money for your chosen charity. The key to a successful charity auction is having a great selection of products so speak to local businesses to see if they are willing to donate in return for free advertising at the event.

Office Mini Olympics Challenge - Get everyone at your work involved in this fun filled fundraiser, think up some fun competitions such as chair-racing or who can punch the most holes in a sheet of A4 paper in a minute. You can charge participants an entry fee with the winners receiving prizes.

Sky Dive - Raise money for your chosen charity by launching yourself out a plane at 15,000 feet! Ensure you plan in advance so that you raise enough money to cover the cost of the jump and the cause. When people pledge to donate make sure you have their contact details so you can chase them down if they don't cough up the cash.

Office Lottery - Run this fundraiser as weekly event and watch the charity kitty build up. You need 20 people to enter, with each person paying £1 for a lottery number (1-20). If their number gets picked out the hat they win half the money and the charity gets the other half. Not a big money maker but if you do every week the money soon adds up. You could also increase the number of entrants if you work in as large office.

Charity Fun Run - Organise a charity run in your local area, make sure to promote the event in advance so athletes can gain sufficient sponsorship for the event. It is also important to choose a route which matches the ability of the runners. Ensure you have Marshalls on route.

Odd Job - No we're not talking about the James Bond villain, instead go round your local community offering to give a helping hand in return for a charitable donation. A great way to fundraise, especially if you enjoy DIY. You could do anything from mowing someone's lawn to building flat-pack furniture- the sky's the limit

Sponsored Silence - This can be done at work, home or at school. Get your friends, family and work colleagues to sponsor you to remain silent for the entire day. A free and simple way to fundraise!

Pack Shopping Bags - Offer to pack peoples shopping bags at the local supermarket in return for a donation. This is a great fundraiser and is ideal during the Christmas period. Ensure you gain permission from the store owner before promoting the event.

Gift Wrapping Service - Another great Christmas themed fundraiser, this time you can offer to wrap up peoples presents in return for a fee. Make sure your fees cover the cost of materials to ensure a profitable and successful fundraiser.

Easter egg hunt - This fundraiser is very seasonal but you can always replace Easter eggs with another product. Select a venue with plenty of space and lots of hiding places! Then charge each participant a set fee for entering the hunt. You could even write out riddles or a treasure map to make the search more exciting.

Bike Ride - Organise a bike ride and get your friends and family to sponsor you. Great routes include London to Brighton and if you're feeling slightly more ambitious Land's End to John O'Groats.

Sweet Sale - Use the power of the sweet tooth to raise funds. Set up a sweet shop at your school or workplace. This fundraiser has minimal overheads and requires little planning. It is also worth speaking to local shops to see if they will donate some sweets for the cause.

Food and Wine Tasting - For a more adult themed food event then run a food and wine tasting night to raise money for your cause. Buy in bulk from your local

supermarket or better still, approach your local off-license and see if they will donate wine in return for free advertisement at the event. So how do I make money? I hear you ask, well you either charge guests a flat fee to attend or you can ask for voluntary amounts at the end of the evening. You could also run a raffle to win a bottle of wine on the night too.

Dinner Party - If you are feeling adventurous and are confident in your own culinary skills, then why not throw your own dinner party? You can ask your guest for donations when they arrive. You could also see if local business will donate prizes so you can have raffle during the evening too.

Sports Day - Organise a summer sports day for the local community, you can lay on a host of different events from egg in spoon races to welly throwing. This is a great way to fundraise especially if you can do a range of different events that cater for all ages. You can charge people an entrance fee to take part in the different events with the winners getting a medal or prize. You could even set up a refreshments stall to bring in more money for your chosen charity.

Charity Race Night - Don't worry you don't need to book the local racecourse! A charity race night is an exciting and fun way to raise money for your chosen charity and can be organised on a budget. So how do I organise the event? Firstly you need to buy a DVD with races on which you then project on to a large screen at your local social club or town hall; you could even do it in your home. You can make money from charging an admissions fee on top of this there is also the opportunity of raising cash by becoming the bookie for the evening and keeping a percentage of the takings.

Book Sales - Dig out your old books and have a book sale at work, home or school. You could even ask friends and family to donate books to the cause.

Car Rally - If you like road trips then this is the fundraiser for you. Get people to sponsor you to drive from A to B - the more extravagant the better! Popular routes include driving through Europe or round the east coast of America.

60s/70s/80s Night - Organise an inspired disco, and give prizes for the best dressed. Enquire with venue owners and DJ's to see if they will give you a discounted rate as you are hosting the event for a charitable cause. Charge party goers an admission fee, you could also sell food and drink at the event to raise even more money!

Football Tournament - Organise a charity football match or tournament. Charge local teams an entry fee to take part. You could also charge participants a fee for watching. Present the winning team with a shield- turning this fun and exciting fundraiser into an annual event.

Karaoke Evening - Host your very own Eurovision song contest. Each participant picks a country out the hat and has to dress in the style and character of that

country. Elected judges will then award prizes to the best dressed and the best voice! You can raise funds by charging an admissions fee. If you are hosting it in a local pub, you could propose a cut on the drinks takings for the evening if you have a large enough party.

Lunch Money - A simple, yet effective way to raise funds for your chosen cause. Ask your work colleagues or school friends to bring in a packed lunch for the day and donate the money they would have spent on their lunch to charity.

No Smoking - Get people to sponsor you to give up smoking.

Bad Dress Day - Encourage people to come to work or school in bad dress. Think, 80s jump suits or Hawaiian shirts. Charge those who take part £1.00 and those who don't pay a fine of £2.00

Golf Match - Organise a charity golf match. Entice a golf club to provide a discount or host the event free in return for free advertisement on all the promotional material associated with the event. You can charge each player a fee to enter the tournament with the winner receiving a prize or trophy. If it's a success you can easily turn the charity golf match into an annual event.

Summer Fete - Why not organise a charity fete in your local area? This fundraising idea will take some planning and lots of organisation but the end result will be lots of money for your chosen charity. There are lots of way you can raise money at a fete, from running different attractions to selling food and drink.

Sweets/10p's in a Jar - A quick and easy fundraiser, simply fill up a jar with sweets or 10p coins (remember to count how many you put in) and charge people a small fee to guess how many there are. The person who gets closest to the figure by the end of the days wins the lot!

Swear Box - Stick a swear box in the office, home or social club to raise money for charity. Every time someone swears they have to put a £1 in the box, it will soon add up!

Coffee Morning - Why not throw on the kettle and bake a cake, all in the name of charity? With little outlay, this fundraiser is a guaranteed success, simply ask your friends, family and work colleagues for a donation in return for coffee and slice of homemade cake.

Talent Show - Why not encourage budding thespians, musicians and all round entertainers to strut their stuff in aid of charity. Each participant pays a small fee to enter the competition with the winner receiving a donated gift. This can be hosted at school, the workplace or even at a social club. If you want to raise even more cash for charity, then you could charge an entry fee for spectators.

Charity Film Night - This is a quick and easy fundraiser which doesn't require too much organisation. Simply invite your friends and family over to watch the latest blockbuster in return for a donation.

Ebay – Zellweger UK is registered with Ebay so why not have a declutter, clear out your lofts, garages and sheds. Your cash in the attic could be someone else's Bargain Hunt.

Waxing – ask a brave fella if he would be prepared to have a sponsored wax.

Hair Dye – get sponsored to change your hair colour to something outrageous.

Motorbike Ride Out – advertise and meet up with likeminded bikers to ride a planned route. Ask them to make a contribution. If there are more than 40 bikers, please inform the Police of the event so they can close any roads for health and safety reasons.

Café/Pub or restaurant appeals – ask your local caterers if they would donate a percentage of their morning/lunchtime/evening takings and invite friends and family there for the occasion.

Please let Zellweger UK know if you have any ideas we can add to our list.

What is Gift Aid?

Gift aid is an excellent way for us to increase the value of donations you or your sponsors make to us, at no cost to you. If you are a tax payer just fill in a simple gift aid form for us or tick the gift aid box if sponsoring someone.

Currently charities are able to claim an additional 25p from every £1 donated by UK Tax Payers. We do the paperwork to claim it.

Your sponsors can Gift Aid their sponsorship donation if the amount of tax and/or Capital Gains Tax they have paid (**not including VAT or council tax**) in any tax year (6 April one year to 5 April the next) is at least equal to the amount that all the charities or Community Amateur Sports Clubs (CASCs) that they donate to will reclaim on their gifts for that tax year.

THANK YOU FOR YOUR SUPPORT.