How to organise an office fundraising event

Organising an office fundraiser can be an extremely rewarding way to raise money to help us beat cystic fibrosis for good.

Events and fundraising enquiries:
t: 020 3795 2176 or e: events@cysticfibrosis.org.uk

1. Permission
   Get permission from your employer and get and get as many teams involved as you can.

2. Why CF?
   Explain what cystic fibrosis is and your reasons for choosing our charity.

3. Donation
   Ask your employer if they can match your donation, and nominate us for charity of the year.

4. Date and theme
   Pick the date and a theme – beach day, dress down, job swap, chairless, buffet sale, quiz...

5. Teamwork
   Why not team together and take part in one of our challenge events, earning your sponsorship through office activities?

6. Have fun
   Make it memorable and make it count!

7. Advice and support
   Contact your community fundraiser for promotional materials, advice and support.

“We really enjoyed fundraising in the office, even the bosses got involved with our beach party! Everyone had fun and we raised a fantastic amount of money for a great cause.”

Nadine Page

cysticfibrosis.org.uk/howto