

How to organise... a charity quiz night

DATE AND LOCATION

Decide on a date and venue, such as a pub, local hotel, social club or village hall. Ensure whatever venue you choose, there is enough space for guests and easy access to food/ snacks and drink.

ARRANGE A QUIZ HOST

Pick someone who is entertaining, funny and will get the crowd interested. Make sure there are a variety of questions and maybe throw in the odd PH-related question to help raise awareness of the condition.

GET OTHERS INVOLVED

Invite friends, families and colleagues. If you've arranged to stage the event at a pub, for example, make those who are regulars aware of the quiz night. Also, make it clear what the maximum number of people there can be in one team.

TICKET PRICES AND PRIZES

Cover the cost of your event in the ticket price, and add a few extra pounds to go towards the fundraising total.

Ask local businesses to donate prizes, clearly explaining what they will be used for. If you have more prizes than you need, you could carry out a raffle on the night to raise even more funds.

PROMOTION

Promote the event via social media and posters. Also consider advertising the event in the local press.

LET US KNOW WHAT YOU'RE UP TO

We're always keen to know what people are doing to help raise much needed funds and awareness for PHA UK. If you're planning a quiz night contact Helen at office@phauk.org or on **01709 761450** and we'll send you a handy Fundraising Kit to help with your event.

