

## **Bake Sale or Coffee Morning**

Use your skills in the kitchen to hold a delicious bake sale for Helen Arkell - on your own or with a group of friends—at home, at work or at your sports club or school. Get the whole family involved and have fun!

Here are a few ideas to get you started.....

- Decide on a date and location and let your colleagues, family and friends know. Ask for permission to hold the sale if needed.
- Get baking! Cupcakes and brownies, fruit cakes and flapjacks are all favourites. Or why not make scones for a delicious cream tea. You could ask guests to bring some along too.
- Let us know your plans and we can send you leaflets and promotional materials to share with your friends.
- Enjoying selling your bakes take photos of your creations to share on social media. We'd love to see them and include them on our Facebook page.
- Tot up your total and pay in your funds don't forget to treat yourself to a cuppa and a cake!

If you need more help call us on 01252 792400 or email <a href="mailto:fundraising@helenarkell.org.uk">fundraising@helenarkell.org.uk</a>
Thank you for helping us to help more people with dyslexia.

## Keeping it safe and legal

Make sure all your ingredients are fresh.

Prepare, handle and store your food hygienically.

Check out the Food Standards Agency if you need more information.

Mark the ingredients of your bakes — be aware some people may have allergies so mark anything containing nuts, dairy, eggs.

Raffles held on the day of your event don't need a licence – but anything bigger may need to apply for a licence.

Big events may need permission from the venue or local council.

Keep cash safe and have two people present when you are counting it.

Plan in advance and enjoy your event. If you have any questions call us on 01252 792400

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