

YOUR AFTERNOON TEA CHECKLIST

BEFORE YOUR TEA:

- Sign up** for your free fundraising kit
- Scan the QR code below and click 'start fundraising' to create a JustGiving page
- Love to bake? Explore our tasty recipes at breastcancer.org/afternoontea/recipes and start planning your menu. You can ask friends and family to bake, buy and brew too!
- Order any extra materials you need at breastcancer.org/afternoontea/orders
- Choose any activities you'd like to do. How about our tea-themed quiz or bingo?
- If you're holding a public event, get in touch and we can give you some help
- Start collecting prizes for your raffle and games



ON THE DAY:

- Add the finishing touches! Why not hang some bunting or balloons?
- Take lots of photos on the day, so you can enjoy looking back at memories with friends and family
- If you're collecting cash on the day, don't forget to put out your Gift Aid form. If your guests fill it in, we can claim an extra 25% on their donations
- Have fun!

AFTER YOUR EVENT:

- We'd love to see your photos! Email them to us at afternoontea@breastcancer.org
- Send us your donation at breastcancer.org/afternoontea/pay
- If you've set up a JustGiving page, the money will come straight to us. Just let us know when you've finished collecting donations, so we can send over your well-deserved certificate
- Feel proud of your fantastic achievement. You've helped change the future of breast cancer

