# Organising a collection

# How to organise a collection for Mary's Meals

Collections are a great way of raising money for Mary's Meals and just 8p can provide a hungry child with a nutritious meal in school.

Here are some top tips to make sure your collection goes to plan.

## **Permissions**

### **Street Collections**

- Contact your local council who will inform you of the permit process
- Check with your council how many collectors you can have at one time
- After your collection, make sure you complete a returns form to the council to let them know what you raised. Not completing this form may prevent permits being granted in the future.

# **8p=1 meal**

# Collections on private property

(e.g. supermarkets, train stations, shopping centres, etc.)



- · Remember to check how many collectors you can have at one time
- Provide the supporter engagement team with details of your collection so we can send an official thank you to the organisation

Remember think about the best day and time to hold your collection to maximise the amount you raise!

## **Materials**

## We can provide you with

- Collection cans
- Mary's Meals t-shirts
- Mary's Meals stickers
- A paying-in form
- An authorised letter confirming that you are collecting for Mary's Meals



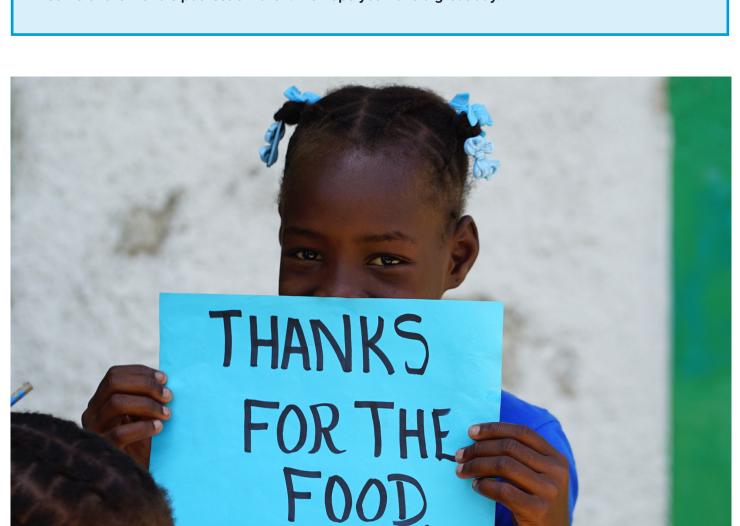


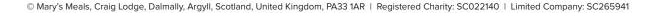


# On the day

- Stick security seals on your collection can
- If you have been given a permit, make sure you have a copy with you
- Take your letter of authorisation to collect for Mary's Meals
- Wear your Mary's Meals t-shirt or wear fancy dress to get yourself noticed!
- Dress for the weather and wear comfortable shoes
- Smile and be cheerful people will be more inclined to give you money
- Make eye contact
- Thank every donor
- Don't shake your collection can or cause obstructions
- Don't confront a thief, take risks, or travel alone with money your safety is really important

Thank you for arranging a collection for Mary's Meals and helping to bring hope to some of the world's poorest children. We hope you have a great day.





2 Organising a collection