



We really value the support of individuals, community groups & business who hold events for us

- ✧ We ask individuals and businesses to sponsor activities and events in the community
- ✧ Why not arrange an activity or event that engages with your staff or customers
- ✧ You can gain positive publicity for your business by supporting the Hospital

**Hold an Event** ... great for teambuilding  
Help us to fundraise and link it to your name

### Events at Work

- ✧ Hold a Raffle, Quiz night, Race night
- ✧ Hold a themed party to raise funds

### Team Challenges

- ✧ Will your group Skydive or Abseil for us
- ✧ Build a team to enter a race or walk



**Using our name**... promote our charity

We can supply material to help you

### Logo / Posters

- ✧ Download from our website
- ✧ We can help you prepare materials

### LHF Charity T-shirt

You will soon be able to order your **LHF Charity T-shirts**.

Wear one with pride when you **support your local hospital**.



**Take care** ... be safe with people and data

Have some fun and support a good cause

### Risk assessment

- ✧ Checks to ensure your event will be safe
- ✧ Major events need a full risk assessment

### Data Protection

- ✧ Only take personal data for that purpose
- ✧ Keep it safe and secure, then destroy it



**Look up the Guidelines** ... keep it legal

Search online or contact us for more info.

### Liability

- ✧ Seek advice re Public Liability Insurance
- ✧ We cannot accept liability for your events

### Collecting Money

- ✧ You can raise money on your premises
- ✧ Collecting money in public needs a Licence

### Holding a Raffle or Lottery

- ✧ There are rules you must follow
- ✧ Google 'how to hold a raffle or lottery'

### Handling Money

- ✧ Always have two people count and check it
- ✧ You can donate by cash, cheque or online