FOR PANDAG







LET'S ALL DO IT FOR THE PANDA.

WELCOME TO TEAM PANDA!

WE HELP CREATE SOLUTIONS TO THE PLANET'S MOST SERIOUS ENVIRONMENTAL CHALLENGES SO THAT PEOPLE AND NATURE THRIVE. WE'VE LOST HALF OF OUR SPECIES POPULATIONS IN JUST 40 YEARS. THE NEED FOR ACTION IS URGENT AND YOU COULD REALLY HELP US DO SOMETHING AMAZING!

This pack contains everything you need to get going and start fundraising.

Let's go!

Questions? Get in touch with Team Panda:

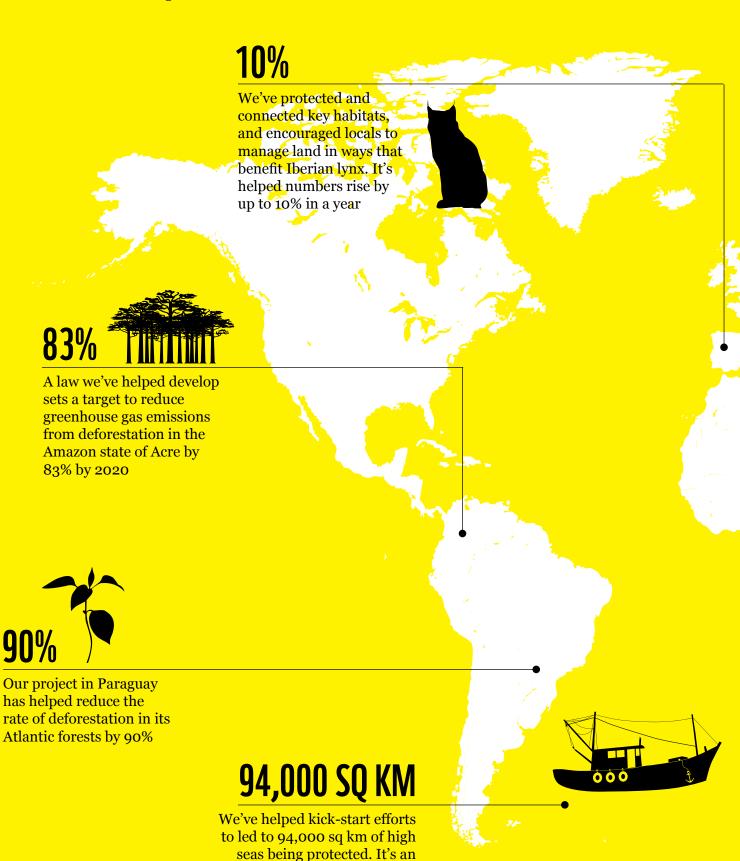




GO TEAM PANDA

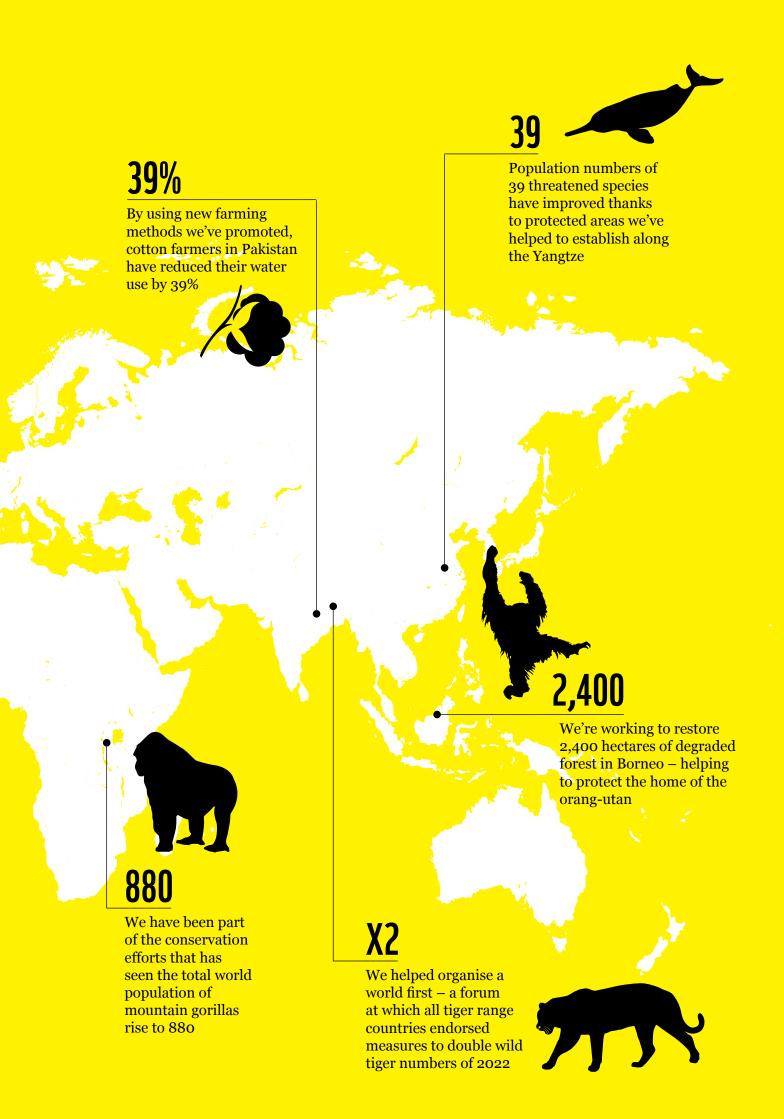
WHAT WE DO

By supporting Team Panda you make all of this and more possible...



important foraging area for

Adelie penguins.





3E

SO YOU'VE GOT YOUR FUNDRAISING GOAL. HERE'S HOW TO MAKE SURE YOU HIT IT.



GET ONLINE

Set up your fundraising page on either **Just Giving or Virgin Money Giving:**

justgiving.com/wwf

virginmoneygiving.com/charities/wwf

Make your fundraising personal by including photographs, training updates and information about why WWF is your chosen charity. Your donors will be impressed by your efforts.

Not online? There's a handy printed paying in form and sponsorship form in this pack with all the information you need.



33 GET IT OUT THERE

Share your fundraising page with your family, friends and colleagues. If you ask nicely, they might even share it with their friends! And don't forget to ask your five-a-side team, your yoga class or any other local groups you're part of.

TEAM TIP

Aim high: Make sure the first sponsorship pledge is a high one as it encourages others to be generous!

TEAM TIP

Start early: Getting the ball rolling early will increase your fundraising and can help take the pressure off in the later stages of your training.





TEAM TIP For more fundraising tips visit: wwf.org.uk/events

THERE'S LOTS OF FUN STUFF YOU CAN DO TO GET THE MONEY ROLLING IN. HERE ARE A FEW OF OUR **FAVOURITE IDEAS TO BOOST DONATIONS.**





FUN STUFF

- Ask friends to donate £10 or more instead of buying you a birthday gift.
- Hold a pub quiz and charge £8 per team entry or £2 per person.
- Host a dinner or BBQ and ask everyone to donate in return for cooking for them.



SPORTY STUFF

- Organise a bike ride, walk or swim for a group of sporty friends in return for a £10 donation.
- Do some chores in return for a generous donation for example, you could clean a friend's house, walk your neighbour's dog or do their ironing!
- Hold a Team Panda day at the gym, where people taking part in classes can wear panda ears and donate.



WORK STUFF

- Hold a 'guess the baby' competition where everyone pays £1 to bring in a photo of themselves as a baby and colleagues then guess who's who! Give the winner a small prize!
- Get cooking or crafty and hold a cake and craft sale during lunchtime!
- Set a rule that if someone's mobile phone rings during a meeting or presentation they have to donate £5!



OTHER STUFF

- Car boot sales are always popular and a great way to raise money and recycle unwanted items too!
- Gather any clothes you no longer want and invite friends to a clothes swap morning, and charge an entry fee of £5 per person.
- Get in touch with your local arts centre, theatre group, and organise a charity performance.







YOUR FUNDRAISING GOES TOWARDS AMAZING THINGS. EVERY LITTLE HELPS AND TOGETHER WE CAN ACHIEVE SOMETHING AMAZING.

£10



Could fund blood testing to check the health of one polar bear so we have the data needed to understand how climate change is affecting them.

£25



Could fund the cultivation and planting of over 800 tree seedlings to replant areas of critical tiger habitat.

£50



Could train 25 farmers on effective and safe ways to deter elephants from crop raiding in Kenya.

£100



Could pay for a pair of binoculars for rangers helping to protect Amur leopards in the Russian Far East.

£750



Could pay for one wildlife sniffer dog to work on patrols sniffing out smuggled wildlife products like rhino horn and tiger bone.

GOOD LUCK WITH YOUR FUNDRAISING. THANK YOU FOR BEING PART OF WWF'S TEAM PANDA.

DO IT RIGHT

HERE'S WHAT YOU NEED TO KNOW ABOUT RAISING FUNDS IN THE RIGHT WAY. IT'S ALL PRETTY STRAIGHTFORWARD BUT IF YOU NEED ANY MORE INFORMATION, JUST GET IN TOUCH WITH US AT TEAMPANDA@WWF.ORG.UK

OUR LOGO

Please use our special supporter badge and posters which you can download from **wwf.org.uk/events** rather than creating your own.

INSURANCE

If you're planning an event involving the general public, you'll need to arrange public liability insurance. Check with your venue first to see if their insurance will cover your event or if you need to arrange your own.

COLLECTING MONEY

- If you are collecting money at your event, you may need to get permission and a licence so check with your venue.
- Please don't collect money door-to-door or on the street as it's illegal to do so without a licence.
- When counting money after your event, ask someone to be present and verify the amount. Any cheques should be made payable to WWF-UK rather than to you personally.
- Keep the money donated secure and pay into your bank as soon as possible. Then write a cheque and complete the 'Paying in Form' in this pack. Cheques should be payable to WWF-UK and send to: Supporter Care, WWF-UK, The Living Planet Centre, Rufford House, Brewery Road, Woking, Surrey, GU21 4LL. Please do not send cash.
- Please send all monies to us within three months of your event.

ADVENTUROUS ACTIVITIES

We don't encourage risky activities like parachuting, bungee jumping or rock climbing for example. Neither do we encourage travelling to other countries as part of your fundraising activities.

FOOD

If you want to offer or sell food to the public, you should check with the environmental health department of your local council to see which food safety laws apply.

ALCOHOL

If you are selling alcohol as part of your event, you will need a licence. You need to contact your local magistrate's court for a temporary licence and they need at least one month's notice. You can offer alcohol but not charge for it without getting a licence. If you choose this route, make it clear what is being offered and for how much – for example 'free glass of wine with every ticket'.

Another option is to hold your event at your local pub, this ensures that there is a licensee responsible for the sale of alcohol and you won't need to apply for a separate licence.

LOTTERIES AND RAFFLES

Here is some information to keep your lotteries and raffles legal.

Private lotteries: if you hold a raffle at your workplace or club, there's no need to obtain a licence. Just make sure that the raffle is only offered on the premises and make it clear who is running the raffle.



Small lotteries: if you hold a raffle as part of an event, but not the main focus of the event, you can also run it without a licence. With this type of lottery, there can't be any cash prizes and both the ticket sales and the announcement of the results must take place during the event. You cannot spend more than £250 on prizes but there are no limits to the value of donated goods.

If you hold a large raffle that is open to members of the public, it must be registered with the local council. Due to the legal issues and extra complexity, we suggest that you avoid this type of raffle.

We are sorry but we are unable to supply raffle prizes.

KEEP IT GREEN!

Here are some ideas about how to make your fundraising as green as possible:

- Travel by public transport, walk or cycle and encourage others to do the same.
- Try to buy locally produced goods and materials.
- When printing, use recycled paper and print on both sides.
- If providing refreshments, try and use organic and Fairtrade products.
- Try to limit the amount of meat and dairy products and use food that's in season.
- Dispose of food leftovers in compost bins.
- Use reusable cutlery, cups and plates.
- Collect any paper, cans or plastic and recycle.

TAKE CARE!

Please follow these rules to make sure that everybody's safe whilst raising money for WWF.

- Make sure that you do a risk assessment to make sure that risks are eliminated or minimised for yourself, your helpers and your participants.
- Contact British Red Cross or St John's Ambulance if you feel that first aiders are necessary.
- Always ensure that children are safe and accompanied by a parent/guardian. Children should not be allowed to ask for or collect money without an adult.
- Be aware of your personal security if you are carrying money with you by having someone else with you.
- If you hire anybody to help organise your event or use facilities provided by a third party, make sure they are experienced and have their own insurance.

WWF cannot accept responsibility for any accidents or injuries. Activities within the workplace must comply with the Health and Safety at Work Act 1974, as well as all relevant legislation since. See www.hse.gov.uk for more information.

YOU AND WWF

We're so grateful for all the ways you support us. But we don't expect you to know everything about WWF's policies or our stance on specific conservation/environmental issues. So it's best that you avoid mentioning these in any publicity for your fundraising event.

