**DO IT YOURSELF**

**Clothing Party**

---

**IMPORTANT STEPS:**

1. **Choose a date and a venue**
   - Start small on a venue
   - Most people start by hosting this event at home
   - If hosting at another venue, be sure to know the cost

2. **Determine what brand your event will highlight**
   - Ex: CABI, LulaRoe
   - Set up fundraiser through that company
     - Typically done through friend or acquaintance who sells or represents the company

3. **Consider how you will create revenue**
   - Ex: Commission from sale of clothing, Raffle tickets, Silent Auction, Donations

4. **If you are doing raffle or silent auction, solicit donations**
   - Ask local businesses
   - Seek corporate sponsors - best to solicit 1st of the year
   - Ask family and friends

5. **Recruit volunteers**
   - Reach out to family, friends, other MPS families in the area, etc
   - Have volunteers help with set-up, photography, during party tasks like clearing tables

6. **Advertise!**
   - Keep materials easy to read - Not too wordy or busy
   - Include information like: Name of event, date, time, location, raffle/silent auction information, contact information
   - Ex: Invitations, email, e-vite, text, Facebook event, etc

7. **Fill in the details**
   - Food and beverages
     - Ex: Water, lemonade, wine, etc
     - Ex: Finger foods, salad, mini bundt cakes, etc
   - Decorations
     - Ex: Flower arrangements, table cloths, etc
   - Organize thank you notes

8. **Prepare day-of speech**
   - Collect your thoughts before your event
   - Be prepared to share a personal message and to explain the mission of The National MPS Society
   - Be sure to thank everyone at the event

9. **After your event, send out thank you notes to all attendees**

---

**TIPS:**

- Consider making the event into a fashion show to show off styles
- Consider making a database of participants after your event to use for future events
- Start small! Your event will grow from year to year
- Keep your out-of-pocket cost to a minimum