

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



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