



Southampton  
Hospital Charity

# Your toolkit for extraordinary fundraising



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We hope this pack inspires you and helps with your fundraising



Thousands of adults and children come through the doors of University Hospital Southampton and Princess Anne Hospital every year.

## What your money could buy

**£50**

Two arts and crafts sessions for young patients.

**£100**

One year's worth of refreshments for memory clinics supporting carers looking after people with dementia.

**£2,000**

A double sofabed for a patient's room so family can stay in hospital with their loved one.

**£10,000**

A specialised piece of equipment to enhance our eye care services.

## How to donate

Once you have finished fundraising and collected all the money, then donating it could not be easier.



### JustGiving

All money raised through JustGiving pages will come directly to the charity. Sign up today at [www.justgiving.com/suh](http://www.justgiving.com/suh)



### Online

To make a BACS transfer, please email [charity@uhs.nhs.uk](mailto:charity@uhs.nhs.uk) so we can give you our bank account details and the reference you will need to quote on the transfer.



### Cheque

Please make cheques payable to Southampton Hospital Charity and, if applicable, write on the back the ward/department you are supporting. Send cheques to: Southampton Hospital Charity, Mailpoint 135, Southampton General Hospital, Southampton, SO16 6YD



### Phone

Get in touch with our friendly charity team on **023 8120 8881** – we accept all major credit or debit cards. Please do not send cash in the post.



### In person

You can hand cash into the charity team's fundraising office on weekdays between 8.30am-4.30pm. For details on how to get to our charity office, please visit [www.southamptonhospitalcharity.org/contact](http://www.southamptonhospitalcharity.org/contact)



### Regular donations

Set up a regular donation and make a difference today. More information about regular or one-off donations can be found on our website [www.southamptonhospitalcharity.org/make-a-donation](http://www.southamptonhospitalcharity.org/make-a-donation).

## Get involved



Join our lottery and win up to £25,000 every week.



Feeling sporty? Get involved in a run, cycle or trek event. Sign up today at [www.southamptonhospitalcharity.org/events](http://www.southamptonhospitalcharity.org/events).



Host your very own bake sale.



Be an adrenaline junkie and do something out of your comfort zone – perhaps a skydive or Tough Mudder. Sign up today!

## Doing your own thing...

Stuck for ideas? We have a list of fundraising ideas on our website: [www.southamptonhospitalcharity.org/A-Z-fundraising-ideas](http://www.southamptonhospitalcharity.org/A-Z-fundraising-ideas).

Some of our most popular activities include:

- ✦ Shaving your head/waxing your legs.
- ✦ Holding a coffee morning.
- ✦ Organising a golf day.
- ✦ Setting up a themed ball.
- ✦ Setting yourself a virtual challenge – cycle London to Paris without even leaving the gym!

If you are thinking of holding a street collection or raffle, drop us an email at [charity@uhs.nhs.uk](mailto:charity@uhs.nhs.uk) and we can advise you on the legalities of how to proceed.

Don't forget to let us know all about your event! Go to: [www.southamptonhospitalcharity.org/tell-us-about-your-event](http://www.southamptonhospitalcharity.org/tell-us-about-your-event)



Do you need some fundraising materials or maybe you have a question about organising your event? **Contact us today.**

# How we can help you

There are many ways that we can help you to make your event as successful as possible.

## Online

All these items are available online to download at:  
[www.southamptonhospitalcharity.org/fundraising-toolkit](http://www.southamptonhospitalcharity.org/fundraising-toolkit)

- ✧ Poster templates
- ✧ Charity logos
- ✧ Sponsorship forms
- ✧ How to set up a JustGiving page
- ✧ Gift Aid form
- ✧ Leaflets

## Through the post

- ✧ Balloons
- ✧ Cardboard collection box

## By collection only from the charity offices

- ✧ Collection tin
- ✧ Charity bucket

For details on how to get to our charity office, please visit  
[www.southamptonhospitalcharity.org/contact](http://www.southamptonhospitalcharity.org/contact)

## Charity Ambassadors

If you require someone from the charity to speak at your event, please get in touch with us at [charity@uhs.nhs.uk](mailto:charity@uhs.nhs.uk).

Due to the large volume of requests we cannot always guarantee someone can attend, however we can provide background information on the charity.

# Things to remember

- ☐ **Register** for one of our events or arrange your own:  
[www.southamptonhospitalcharity.org/main-calendar](http://www.southamptonhospitalcharity.org/main-calendar)
- ☐ **Set up a JustGiving page** - Make it as easy as possible to sponsor you. Get started with your fundraising today at [www.justgiving.com/suh](http://www.justgiving.com/suh).
- ☐ **Matched giving** - A lot of companies match what their employees raise, pound for pound. Get in touch with your employer and see if they can help boost those vital pounds.
- ☐ **Gift Aid** - Through Gift Aid, for every £1 someone donates, the government will give us an extra 25p, at no extra cost to you. Simply ask donors who are UK taxpayers to tick the Gift Aid box on your online/paper form. Gift Aid can only be claimed on donations, not on sales or tickets for an event or raffle.
- ☐ **Fundraising toolkit** - You're doing something amazing, so make sure you shout about it. Download everything you need including charity materials and press guidance at: [www.southamptonhospitalcharity.org/fundraising-toolkit](http://www.southamptonhospitalcharity.org/fundraising-toolkit).
- ☐ **Recruit volunteers** - Everybody needs somebody to help them fundraise – get others involved!
- ☐ **Get social** - Spread the word about your fundraising to your friends, family and everyone you know! Follow us on:  
**Facebook:** [SouthamptonHospitalCharityUK](https://www.facebook.com/SouthamptonHospitalCharityUK)  
**Twitter:** [charity\\_SHC](https://twitter.com/charity_SHC)  
**YouTube:** [Southampton Hospital Charity](https://www.youtube.com/SouthamptonHospitalCharity)
- ☐ **Send us your donations** - To find out how to do this visit [www.southamptonhospitalcharity.org/make-a-donation](http://www.southamptonhospitalcharity.org/make-a-donation)
- ☐ **Say thanks** - Use emails and social media to thank your guests and tell everyone how much vital cash you raised!



# About the charity

With the support of the community, Southampton Hospital Charity strives to enhance, or even transform, the treatment, care and support that we are able to provide for our patients and their families as well as investing in advancements in clinical research, treatments and equipment.

Together we can make a difference.

**Thank you, and good luck  
with your event!**

## Get in touch



**023 8120 8881**



**charity@uhs.nhs.uk**



**www.southamptonhospitalcharity.org**

### **Southampton Hospital Charity**

Mailpoint 135, Southampton General Hospital, Tremona Road, Southampton, SO16 6YD



Southampton Hospital Charity UK



@charity\_shc



Southampton Hospital Charity