

# Karaoke Night Guide



Everyone loves a good night of singing and dancing (and making a bit of a fool of themselves) - so why not organise a karaoke fundraiser!

## What you will need

- Venue
- Posters
- Decorations
- Karaoke machine
- Host for the night (this could be you!)
- Prize for the winner

## On the day

- Arrive at the venue early to ensure you have plenty of time to get everything ready.
- Decorate the venue and set up the karaoke machine. Remember to do a tech test!
- Make sure each table has a list of song choices clearly available, then you're ready to go!
- Welcome your guests and check people's tickets, or sell them on the door.

## Top tips

- Speak to local businesses and collect prizes to hold a raffle on the night in order to bring in extra donations.
- Have collection boxes dotted around the venue to help bring in extra donations, and ask the bar if they would do a 'round to the pound' on drinks with the extra money going towards donations.
- Ask friends or family who couldn't come to make a donation to your fundraising page instead.
- Speak to the venue if they would offer something as a prize in exchange for you hosting a night there.

## Getting ready for the event

- Pick a date - a Friday or Saturday works best for this kind of event
- Select a venue - Pubs and town halls are both good options, or see if you can find anywhere that already has a karaoke machine that you can use.
- Advertise the event - Create a page on social media and get your friends and family to promote the night by sharing it and inviting their friends. You could also make some posters to put up around your local area and the venue.
- Sell tickets - you can do this online by making an Eventbrite event, and on the door on the night.

## The important bits

- Be aware of alcohol consumption at the event and avoid promoting drinking.
- Make it clear that non-alcoholic drinks are available and that nobody under the age of 18 is consuming alcohol.
- Keep the money you raise safe and pay it in to MRF as soon as you can

Peter raised £2,500 at his musical comedy night!

- Peter Wells, London Marathon