

Bag Pack Guide

Offering to pack bags of shopping for customers at the supermarket checkout is a popular way of fundraising - and a great chance to raise awareness too.



Getting ready for the event

- Organise the collection - The best way to organise a bag pack is to go in person with your Letter of Authority and ask to speak to the general manager, or to call the store directly. We recommend not relying on email as stores often get lots of these kind of requests, and it's easy for your email to be forgotten!
- Finding a date - Ask the store what dates they have available for a bag pack. As this is a popular fundraising activity, slots can get booked up a few months in advance so you'll need to plan ahead, especially if you plan on having yours at a busy time of year (e.g. Christmas). You may be able to book more than one date at a time.
- Organise your volunteers - Ask your friends and family to help. Ideally you'll want someone at each till, the more tills that are covered the more money you'll raise!

What you'll need

- Letter of Authority (speak to your charity contact if you don't already have this)
- Charity t-shirt
- Buckets and security seals
- Awareness materials

www.meningitis.org

Sharan raised £912.66 at her bag pack!

- Sharan Kambo, Kilimanjaro

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On the day

- Speak to a member of staff when arriving at the supermarket, you may need to sign in and wear a visitor's badge.
- Set up so you have one person at each till with a bucket on the end. Ask each customer if they'd like you to pack their bags. Remember to put frozen and cleaning products separately, and put heavier items in first and fragile items on top.
- People will donate however much they like, just have your bucket clearly displayed and let people know what you're fundraising for.
- Have a plan for how you'll get home with buckets full of change and think about security. It would be best if you are able to drive straight home.

The important bits

- Ensure that a minimum of 2 people are present when counting up the money.
- Keep the money you raise safe and pay it in to MRF as soon as you can.



Top tips

- If you don't have anyone that can help you on the day, it's still worth going and doing a bucket collection in the foyer of the supermarket instead.
- Try to book the biggest supermarket and ask the manager to book you in at the busiest times to try and raise as much money as possible!

**For more information contact
fundraising@meningitis.org**

"Definitely try and get a date around Christmas, mine was just before and was a huge success!"

- Sharan Kambo, Kilimanjaro