# **Swap Shop**

## A fun event that everyone loves! People bring along their unwanted clothes to swap them for another item. Each person donates £1-£2 and receives a token for each item they donate – they use this token to ‘buy’ an item there.

## **Getting ready for the event**

1. **Select a Venue** - Think of a suitable venue to host a full-day swap shop on campus, choose a date and get it booked!
2. **Get participants on board** – Choose members of your team to help run the event (2-3 people will usually be enough)
3. **Advertise the event** – Think posters in common rooms, flyers under doors in halls, and a Facebook event that can be shared in Freshers/halls groups.
4. **Secure items and pricing** - You should setup a date range the week before where people can donate their items to begin with in return for a donation and token – this way there are plenty of goodies ready to go on the day. Decide how much you want to charge people to take part prior to the event.

## **What you’ll need**

* Tables
* Clothes Rails
* Hangers
* Mirrors
* Carrier bags
* Tokens (signed slips of paper could work well)
* Bucket
* MRF materials (balloons, banners etc.)

## **On the day**

Make sure everything is set up and ready before the event starts. Have MRF branding on show, a bucket for extra donations and a board explaining exactly how it works for onlookers to see. Make sure you have someone present at all times during the day.

## **Post event**

Make sure all money is banked as soon as possible and post on the event to thank everyone for coming.

## **Top tips**

* You could have other items on offer other than clothes, such as second-hand books
* You could try to get permission for a bake sale in the same venue too for added donations