

How to host a Charity Coffee Morning

A relaxed gathering with tea, coffee & cake.

Step 1 - Pick/Book Your Venue

- Home, workplace, community centre

Step 2 - Ask For Donations

- Choose an entry cost and what that includes (pot of tea, coffee, one slice of cake etc)
- Ask for donations for additional cake or treats

Step 3 - Add Activities

- Raffle
- Guess the number of sweets
- Small craft stall



Step 4 - Keep It Impactful

- Short speech about charity
- Printed info on tables
- Take photos and share them with your attendees



Step 5 -Afterwards

- Thank attendees
- Share total raised
- Email fundraising@rochdalemind.org.uk or call 01706 752335 to tell us about your fundraiser! We'll send you an official thank you letter and certificate, as well as celebrating your achievements on our social pages (with your permission).

Bonus tip!

Try to include something for everyone, with gluten-free, dairy-free and vegan options available, and invite guests to share any dietary needs beforehand.



Enjoying a cuppa with friends



Our homemade cakes