

HOW TO... HOST A PUB QUIZ



The Essentials

- ♥ **Find a venue;** preferably a local pub that can give you a space for free. Community centres or a town hall will also work well
- ♥ **Invite;** ask at least 30 friends, family or colleagues to attend. Encourage people to bring a plus one and ask friends to help you spread the word. The more the merrier!
- ♥ **Secure prizes;** probably not monetary as this is a charity fundraiser. Chocolate will do!
- ♥ **Write the questions;** make sure they range in difficulty so that there are some easy wins 25 questions should be ideal and a picture round is always good to keep people occupied
- ♥ **Charge to play;** £5 is our guide. And don't forget a float to give people change!
- ♥ **Play the quiz;** break up the rounds to allow for a refreshment break and swap answer sheets so there's no cheating when it comes to scoring
- ♥ **Cheers;** thank people for coming and let them know how much money was raised

The Ideas

- ♥ Tell your story. Begin the evening explaining why you're fundraising for North London Cares. You may even want to show the North London Cares film so people can meet your older neighbours! It will help remind people what they're supporting before the quiz begins
- ♥ Variety is the spice of life. Rather than all questions being general knowledge, chose a different theme for each round. You could have a film round, guess the intro music round, sport round – diversity will keep it fun and allow people to show off their intelligence.
- ♥ Include questions about north London, or the communities of Camden and Islington, to tie your event back to the charity your hosting the evening in aid of

The Extra Mile...Hold a raffle

Write to local businesses to see if they can offer anything in the way of a prize. It could be a meal voucher, a drinks tab, or a gift set. Charge £1 for raffle tickets and see your fundraising total rise. You could even sell tickets to people who can't make the pub quiz for extra donations.

The Money Bit

1. Collect together all money raised; from tickets and raffle ticket sales
 2. Bank this money into your own account
 3. Add the amount to your fundraising page. Remember you cannot claim gift aid on this money.
- Alternatively, if you don't have a fundraising page, ask North London Cares for bank details and you could transfer money by BACs.

Don't forget to tweet and let us know about your event on @NLCares!

If you have any questions, or would like any charity flyers or materials for your event, please contact Emily Clarke on emily.clarke@northlondoncares.org.uk or 07875 377433
northlondoncares.org.uk | Charity Number 1153137