



Fundraising Project Library



Craft Sale

General Description:

A craft sale is a great opportunity for members of your club and friends of your club to show off their artistic side. This is a chance for members of your community to find one of a kind pieces while supporting a good cause. This is also a great chance for club members to learn new crafting skills by hosting a few crafting parties in which members can learn a new crafting skill while creating pieces for the sale.

Resources Required:

- ◆ A great location, high traffic area
- ◆ Recruit volunteers to create crafts
- ◆ Tables, chairs, table clothes to add to the presentation
- ◆ Bags for purchases
- ◆ Labels for prices
- ◆ Cash boxes and float – ensure float is counted by a second person and that funds are monitored by a trusted person

Pre-Event Activities:

- Contact National to confirm coverage
- Select a date
- Obtain a certificate of insurance from National if required
- Promote sale
- Create crafts
- Organize delivery of items
- Run crafting parties (make sure they are run well in advance to allow for inventory build up)
- Secure a venue
- Recruit volunteers to run the sale and make the crafts
- Have crafters label their items with prices prior to sale
- Solicit donors and sponsors
- Recruit vendors if needed
- Complete request for Certificate of Insurance from National HQ

Event Activities:

- Crafts delivered to the sale venue
- Set up tables



Kin Canada

Kinsmen • Kinettes • Kin

- Coordinate volunteers
- Make sure back sale area stays neat and tidy to avoid slip, trip or fall incident
- Make sure there is someone always working the cash box, if it is large enough you may want a number of cash boxes or have one at each table

Post Event Activities:

- Clean up site and take down any decorations
- Send in a record of your event and the success to National Head Office
- ◆ Take cash to the bank or store in a safe place. *Consider taking funds off-site so as not to have large amounts of cash on hand. Always have two people take the funds to the bank for deposit or to other location as previously selected where the funds can be secured until they are deposited.*
- Return any borrowed items
- Send thank-you letters
- Organize media follow up by sending out press releases
- Review the event and make note of any changes for next time or things that worked really well

Tips for Success:

- ◆ Don't under price your items
- ◆ Make sure items are displayed in an eye catching way (try setting things on risers so everything is not the same height on the table)
- ◆ If you can, get a donation for door prizes that you would draw at various times during the sale that could provide an incentive for people to stick around longer and hopefully buy more.