



**CAMPBILL MK  
COMMUNITIES**

# HOW TO HOLD A PUBLIC COLLECTION

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# LETS GET STARTED

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A bucket collection can be a relatively easy way to raise funds for Camphill MK Communities. It is always a very visible way of raising our profile and giving us the opportunity to have great conversations with potential supporters.

Bucket holders - we will go into the rules around collections later in this guide, however bear in mind that (hopefully) the buckets will get quite heavy. It is also difficult to stand for more than a couple of hours at a time.

Book collections  
in good time!

Dates for charity collections often get booked up well in advance so give yourself time to ensure you can get enough fellow collectors involved - otherwise you will have a very long day.

We can supply you with collection pots, stickers, t-shirts, roller banners, and volunteers, as long as we have enough notice

Ensure you have got enough buckets, stickers and leaflets to see you through the day. You will need enough buckets to be able to swap them for empty ones should they get heavy.

Be Prepared!



## Where can I collect?

If you wish to collect in a supermarket, or other retail outlet, you can usually approach the store manager or community champion if they have one.

For train stations - these can normally be booked through the station manager.

Some organisations use a third party booking platform, but the team at your preferred site will be able to point you in the right direction if that is the case.



## Can I collect on the Street?

If you wish to collect on your local high street or during a carnival procession for example, you will need a permit. Check out your council website for guidance. They will tell you when and if you need a permit

<https://www.milton-keynes.gov.uk/environmental-health/licensing/other-permits/street-collection-permit>.

Some places will allow you to have a table to give out information or to place the buckets on. If you do this make sure you have done a risk assessment, don't cause an obstruction and clear up after the event.



- Be prepared
- Be polite
- Ensure you have the correct permit and collectors card if needed
- Ensure you can safely return buckets to your car - plan your route
- Do make sure buckets are sealed and have charity details on them
- Make sure you complete the post collection form for the council(its online too!)

## Do's



## Dont's

- Don't be pushy
- Don't shake your bucket
- Don't ask for money
- Don't leave any buckets unattended.
- Don't forget to check the permit details and regulations.



Registered with  
**FUNDRAISING  
REGULATOR**

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**Camphill Communities MK is a registered  
Charity (charity number 283556)**



**THANK YOU FOR YOUR SUPPORT AND DON'T  
FORGET TO HAVE FUN!**