



Your One Walk fundraising event checklist



Whether you're planning a bake sale, a trivia night, a garage sale, or a charity auction —here are some action steps to ensure your event is a success!



1 Pick a date and location

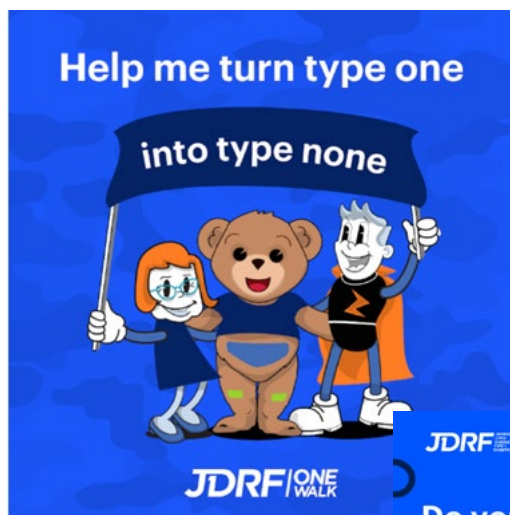
There are numerous places where you can host your event - your workplace, school, home, sporting clubs, and much more. Make sure you check if you need to apply for an authority or license to fundraise. Each state will have different requirements and application processes. Click on your state below to learn more:

- [NSW/ ACT](#)
- [WA](#)
- [SA](#)
- [NT](#)
- [TAS](#)
- [QLD](#)
- [VIC](#)

2 Spread the word

Promote your event through social media, hang **posters** around your local community, and use word of mouth to get the word out there. Share your fundraising page so people can donate ahead of your event too!

We have social tiles, posters, and more you can use, just click here.



3 Get ready for your event!

Whether you're baking your favorite treats to sell, organising prizes for your trivia night, or planning your workshop, be sure you're well-prepared. If you'd like to discuss your event, feel free to [contact us](#) —we'd love to help!

4 Decorate

The day has come to host your event! Get creative with your decorations. We have [paper bunting](#), [place cards](#), [posters](#), [cupcake toppers](#), and more for you to use. Consider also setting up a [donation jar or bucket](#) at your event if your guests wish to make additional cash donations.



5 Collect donations

Guests can pay by cash or donate directly to your fundraising page if they wish to contribute more! We recommend having a QR code poster that links to your fundraising page, which you can customise by [clicking here](#). Alternatively, you can reach out to your local fundraising team member for assistance [here](#).

Once you receive your cash donations from guests, you can either:

1) Make a self-donation on your fundraising page using cash proceeds from the bake sale (this is recommended). You can add a note indicating where the donation came from!

OR

2) Transfer directly to JDRF bank account. Email walksupport@jdrf.org.au for the transfer details.

6 BONUS: Consider hosting a raffle on the day of your event!

See a guide on how to set one up [here](#).



Got questions?

[Scan here to contact us](#)