Headway
the brain injury association

The BIG Headway CUPPA



Improving life after brain injury, one brew at a time!

Top Tips!

Whether beating the winter blues with friends, or with colleagues at a coffee morning, one thing is for sure – you'll be making a **BIG** difference for those affected by brain injury this winter.

Here are our top tips to make the most of your event.

Planning your BIG Headway Cuppa event

- Decide when and where you will be hosting your event - at home, work or local venue?
- Tell everyone and get them involved – put your posters up, send out your invitations and post on social media.
- If you're holding a raffle at your event, ask for prizes well in advance.

On the day

- Set up enough tables and chairs and decorate the room with your **BIG** Headway Cuppa decoration.
- Ensure your Headway Donation Boxes are visible to guests – and don't be afraid to ask for contributions!
- Set up any raffle prizes and cake displays.

After your event

- Pay in your donations to Headway UK, or your local Headway depending on who you're supporting.
- Say thank you! Whether to your attendees, cake bakers or raffle-prize-givers, everyone has played their part to make your **BIG** Headway Cuppa a success.

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