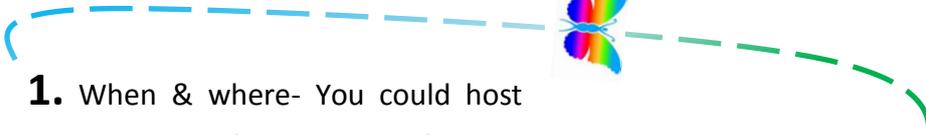


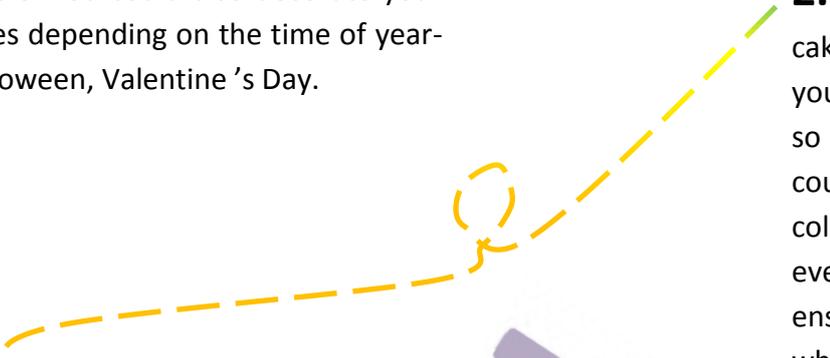


Thank you for choosing to host a cake sale to support us! This pack contains resources and tips on how to host your own cake sale. We have included a poster, DIY bunting, stickers, recipe ideas, cake labels and a donation box to help you host your event.



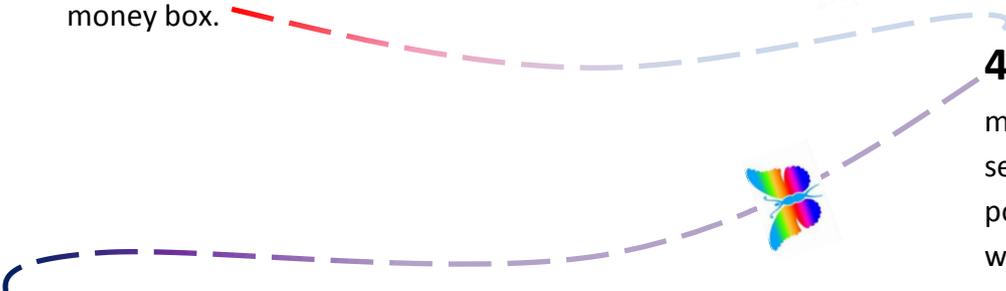
**1.** When & where- You could host your event at home, at work, your children's school, or local community centre. You could also decorate your cakes depending on the time of year- Halloween, Valentine's Day.

**2.** Recruit bakers and bake- Decide on the cakes you want to bake and the ingredients you need. Keep a note of all the ingredients so you can display allergy information. You could recruit some friends, family and colleagues to help by baking cakes for your event. Remember it is important that you ensure safe preparation, storage and cooking when handling food. Visit [food.gov.uk](http://food.gov.uk) for guidelines.

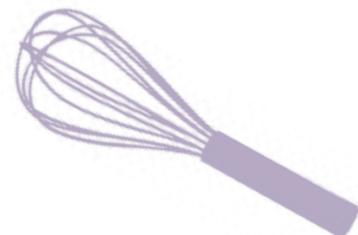


**3.** What you will need- Ingredients, napkins, our materials (including a poster, stickers, bunting, a donation box, cake labels) a float, locked money box.

**4.** Spread the word- Use social media, make a Facebook event, send out an email and use our poster to invite your friends, family, work colleagues and anyone else to your event!



**5.** On the day- Decorate your space using our bunting, posters, stickers and cake labels, that way people will know you are raising money for a good cause! Remember to thank everyone that buys a cake and let them know why you are fundraising for us.



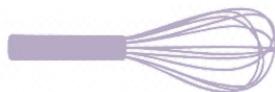
# Recipe Ideas!

## Muffins

### Ingredients

- > 2 medium eggs
- > 400g self-raising flour (or plain flour + 3 tsp baking powder)
- > 1 tsp salt
- > 100g chocolate chips or dried fruit such as sultanas or dried cherries (optional)
- > 250ml semi-skimmed milk
- > 250g golden caster sugar
- > 125ml vegetable oil

1. Heat oven to 200C/180C fan/gas 6. Line 2 muffin trays with muffin cases. In a large bowl beat 2 medium eggs for 1 minute.
2. Add 125ml vegetable oil and 250ml semi-skimmed milk. Beat until just combined then add 250g golden caster sugar and whisk until you have a smooth batter.
3. Sift in 400g self-raising flour and 1 tsp salt (or 400g plain flour and 3 tsp baking powder if using) then mix until smooth. Be careful not to over-mix the batter as this will make the muffins tough.
4. Stir in 100g chocolate chips or dried fruit if using.
5. Fill muffin cases two-thirds full and bake for 20-25 mins, until risen, firm to the touch and a skewer inserted in the middle comes out clean. If the trays will not fit on 1 shelf, swap the shelves around after 15 mins of cooking.
6. Leave the muffins in the tin to cool for a few mins and transfer to a wire rack to cool.



## Banana Bread

### Ingredients

- > 140g butter, softened, plus extra for the tin
- > 140g caster sugar
- > 2 large eggs, beaten
- > 140g self-raising flour
- > 1 tsp baking powder
- > 2 very ripe bananas, mashed
- > 50g icing sugar
- > Handful dried banana chips, for decoration

1. Heat oven to 180C/160C fan/gas 4. Butter a 2lb loaf tin and line the base and sides with baking parchment.
2. Cream 140g softened butter and 140g caster sugar until light and fluffy, then slowly add 2 beaten large eggs with a little of the 140g flour.
3. Fold in the remaining flour, 1 tsp baking powder and 2 mashed bananas.
4. Pour into the tin and bake for about 30 minutes until a skewer comes out clean.
5. Cool in the tin for 10 minutes, then remove to a wire rack.
6. Mix 50g icing sugar with 2-3 tsp water to make a runny icing.
7. Drizzle the icing across the top of the cake and decorate with a handful of banana chips.



## Paying In Money Raised

**There are several ways you can pay in money-**

### **By Cheque**

Payable to 'The Butterfly Hospice Trust', you can post or hand it in at the hospice.

### **By PayPal**

If you have a PayPal account, our email is [enquiries@butterflyhospice.org.uk](mailto:enquiries@butterflyhospice.org.uk)

### **By BACS**

Sort Code 20-11-13 Account No. 50221090

Please contact us to advise when the payment is due to be received in our bank.

### **Over the Phone**

Just give us a call on 01205 311222, one of our friendly team will take your details.

Monday- Thursday 9-5, Friday 9-4.

Please make sure you send us a completed donation form (included in this pack) so we know the money came from your event! Also include all sponsorship forms so we can claim the **Gift Aid** on your donations.

**Thank you for your support**





# THANK YOU FOR YOUR SUPPORT

We can't wait to hear from you!

We would love to hear how your fundraising event went, if you would like to share your experience and photographs to inspire others please drop a message to [natalie.bunce@butterflyhospice.org.uk](mailto:natalie.bunce@butterflyhospice.org.uk)



## Contact Information

The Butterfly Hospice Trust,  
Rowan Way, Boston, PE21 9DH

Charity Office Tel: 01205 311222

Email: [enquiries@butterflyhospice.org.uk](mailto:enquiries@butterflyhospice.org.uk)



<https://twitter.com/BHTHospice>



<https://facebook.com/ButterflyHospice>



<https://instagram.com/butterfly.hospice>

When paying in please complete this form and return it, along with any sponsorship forms, to;



**The Fundraising Team, The Butterfly Hospice, Rowan Way,  
Boston, PE21 9HD**

Please ensure that all cheques are made payable to  
'The Butterfly Hospice Trust'



Event Donation Form

Title..... Telephone..... Email.....

First Name..... Last Name.....

Address.....

.....

Event (brief description of what you did to raise money for us)

.....

.....

Amount raised £.....

Method of payment.....

Name you would like on your fundraising certificate

.....

Remember to include your sponsorship forms so we can claim **Gift Aid** on your donation!





### Cake

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£.....



Ingredients:.....

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### Cake

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£.....



Ingredients:.....

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### Cake

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£.....



Ingredients:.....

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# Charity Bake Sale



THE BUTTERFLY  
HOSPICE TRUST  
Your local hospice for local people



on

/ /

at



## DIY Bunting Template

- Cut along the dotted lines.
- Fold the solid line at the top.
- Place string under the fold.
- Glue or staple along the fold.

