



TOP TIPS

FOR ORGANISING A CHRISTMAS CRAFT EVENT

Strong alone, unstoppable together!

These tips could form the basis of two planning meetings you might want to have with your team. Once you have covered step one, get together again and plan step two.

STEP ONE:

Talk about your ideas with a few friends

Book your room or venue early

Consider who you are aiming your event at. Whether it is a church event with the aim of people to bringing friends or whether you are inviting friends to your home, you can choose the crafts and times that suit the people you want to invite.

Think about how much you will ask people to pay for the event. If you put on a free event thinking it will encourage lots of people to come, you may find you get lots dropping out or not bothering to make it. I normally charge £5 per ticket which includes the craft and tea, coffee and a slice of cake. If you need to buy lots of resources for some of the crafts you could always ask for an extra pound or two to help cover the cost on one of the tables. If it is important you cover costs, calculate the cost of the crafts, refreshments, decorations and room and split the total between the number of people you expect. Or, start with the amount you plan to charge per person and stick to that budget.