



## Recipe for Success

# Boutique Fundraiser

What you will need:

- Venue
- Raffle Items (see card #6)
- Advertising flyers
- Double sided tickets for raffle
- Vendors
- Tables & Chairs
- Baked goods
- Boxes for raffle tickets
- Signs for vendor tables, raffles, bake sale, outside directional signs etc.
- Volunteers to help set up, sell tickets, man bake sale, clean up etc.

Decide when you want to have your Boutique. October/early November seem to be good times due to Christmas shopping. Start booking your venue and vendors at least 3 months before the event. Since Christmas Boutiques are popular, many vendors like to start booking in August.

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Find a venue that is large enough for several vendors and extra space for raffle items/bake sale items. If you can get an inside venue, it is more desirable. Also make sure you have access to the venue at least 2 hours before your start time for setting up and then 1-2 hours after for clean up.

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Research vendors and email them to ask them to be a part of your Boutique. Most contractors I contacted were ones that I saw at other boutiques, word of mouth or use a vendor website to look up Sales Reps in your area.

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When contacting vendors, explain the reason for the vent, give them the link to the NNPdf website ([www.nnpdf.org](http://www.nnpdf.org)). Explain what you want from them for donations, many ask for 10% of their sales to go to the NNPdf and then a donated item for the  
~Continued on next card~

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Contact Help: NNPdf Central Office at [nnpdf@nnpdf.org](mailto:nnpdf@nnpdf.org)



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raffle. Make signs for each table advertising to customers “a portion of the sales go to the NNPf” OR you can just charge a set table fee (usually \$25 to \$35 instead of the 10%). Usually vendors will ask if they need to bring their own tables and chairs or if you are supplying them. Some might ask for a tax receipt, which the NNPf can provide.

Advertise with flyers in businesses, church bulletins, social media, local newspapers, emails, evites etc. about 3-4 weeks before the event. Try to list what the vendors will have for sale.

RAFFLE ~ Collect raffle items from the vendors at the sale as they are setting up. Display all the items available for the raffle on a table with a card as to who donated it. Sell raffle tickets at the door and have the buyers put their name and phone number on each ticket. A popular idea is to put a box next to each time and let the buyer put their tickets in for the items they desire to win. At the end of the day pick the winners and contact them.

BAKE SALE ~ Contact people you know who would be willing to donate baked goods. Make sure they are packaged as individual portions (cupcakes, large cookies) or ask them to bag up smaller portions (3 cookies, candy pieces, etc.)

REMEMBER ~ Bake sale and raffle tickets are pur profit and probably will account for most of your money raised.

ALSO ~ Set up an information table with NNPf brochures, donation envelopes, etc. NNPf brochures and newsletters are free and can be ordered by contacting the NNPf Central Office at [nnpdf@nnpdf.org](mailto:nnpdf@nnpdf.org).

Contact Help: NNPf Central Office at [nnpdf@nnpdf.org](mailto:nnpdf@nnpdf.org)