



TARTAN

TEA PARTY



*Your recipe for
a perfect fundraiser...*

Chest
Heart &
Stroke
Scotland





Let's get this par-tea started!



Welcome to your Tartan Tea Party booklet – filled with all the essentials you need to host a tea-riffic event!

By popping on the kettle and getting your brew crew together, you are helping the 1 in 5 people in Scotland affected by chest, heart and stroke conditions and Long Covid.

Our friendly fundraising team are on hand to help you at every step of the way. You can contact them by emailing fundraising@chss.org.uk or calling 0131 297 2750.

Every day in Scotland

31 will people have a **stroke**

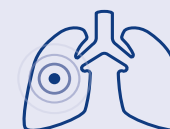


16 people will be diagnosed with **heart failure**



32 people will have a **heart attack**

1 in 15 people will struggle to breathe because of chronic **chest illness**



Brewing up your event plans

Let's get you ready for your Tartan Tea Party! Here's a checklist of some things you might want to consider when planning and preparing for your party.

1. *Set a date and time for your event*

Whether you want to host your party on our official Tartan Tea Party Day (21st May) or choose a date that suits you and your guests best, securing a date early amongst your family, friends or colleagues is the best way to ensure everyone can join the celebrations.

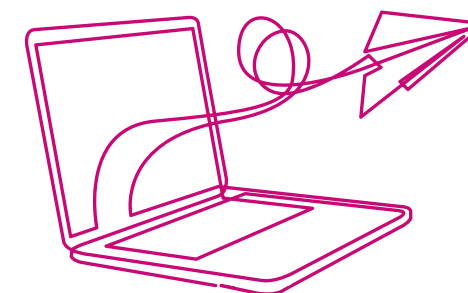
Once you've chosen your date, let us know when you're planning to par-tea!

2. *Choose your venue*

The special thing about your Tartan Tea Party is you can do it your way! Depending on the size of your event, you might choose to host from the comfort of your own home, your workplace, a community space or venue.

When choosing a venue remember to make sure it's accessible for your guests. We have more info on creating an accessible & inclusive event in our FAQs on our website. Visit www.chss.org.uk/tartan-tea-party





3. *Raise a brew and some money too!*

Make donating as easy as one click for your guests by setting up your own JustGiving page.

It's quick and easy and makes it really simple for your guests to donate. Even those who can't attend your tea party can still give to show their support.

Visit www.justgiving.com/chss to set up your fundraising page.

You can create a QR code on your JustGiving page, so that your guests can donate with it .

You also have the ability to have a poster created for your fundraising page and print it off with a QR code using Justgiving.

There's more info on how to do this our FAQs page on our website.

Make your page yours!

Personalising your page is a piece of cake – and it can make a huge difference to your fundraising efforts.

- **Share your story:** Let others know what inspired you to host a Tartan Tea Party!
- **Set a fundraising target** to inspire your supporters.
- **Upload a photo:** nothing says personal like a picture of you!

If you need any help, contact our fundraising team on fundraising@chss.org.uk

Remember to include a link to your fundraising page when you're inviting your guests so that even if people can't make it, they can still choose to donate to support your event.





4. Invite your guests to par-tea!

Once your date and venue are secured, spread the word amongst your friends, family, colleagues or local community. You'll find a poster and invite within our pack that you can use to help get the date in everyone's diary.

Here's a few ideas of different ways you can invite your guests:

- **Set up a Facebook event**
- **Put up our event poster and send out invitations**
- **Set up a WhatsApp group**
- **Email your colleagues**



Remember to take great care when preparing, storing and displaying food. Check out our FAQ's page for more information. Visit www.chss.org.uk/tartan-tea-party

5. Plan a brew-tiful menu

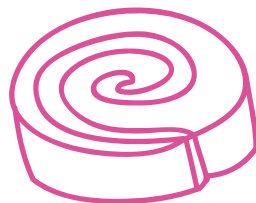
Now on to everyone's favourite bit – the menu! Whether you plan to bake and make your menu from scratch or buy bites from the shop, it's a good idea to plan your menu in advance.

Scottish-themed treats: Put the tartan in Tartan Tea Party with a spread of Scottish-themed treats – think shortbread, scones and tablet. You can download recipe ideas from our website at www.chss.org.uk/tartan-tea-party

Healthier Choices: As a health charity, we love to see healthy choices on the menu! Why not try some of our lighter recipes included in the pack? You could swap out sugary bakes for chocolate-covered strawberries or try something unique like a chocolate beetroot cake for a delicious twist.

Dietary requirements: It's a good idea to include gluten-free, dairy-free, nut-free and vegan options to ensure everyone can enjoy the treats. You could ask your guests about dietary requirements in advance. Remember to clearly label all food items with ingredients and potential allergens.





6. Spread the word about your brew-lliant event!

Here's some tips to help you promote your event and raise as much money as you can for Chest Heart & Stroke Scotland's vital Community Healthcare Support Service.

Download our resources to promote your event. You'll find resources in your pack but also online at www.chss.org.uk/tartan-tea-party

Share your event on social media. Tag us @CHSScotland and hashtag #TartanTeaParty

Reach out to your local newspaper.

Set up a group chat or event page and keep your guests updated

So go on – let the world know about your brew-lliant plans! The more you spread the word, the more support you'll bring in to make a real difference.

Top tips to make your event a piece of cake!



Ready to make your Tartan Tea Party a huge success? Here are our top tips to help you host an unforgettable event. We be-leaf in you!

- **Gather your brew crew:** Remember, many hands make light work! Don't be afraid to ask friends and family to pitch in and help make your tea party a true team effort.
- **Connect with other hosts:** Join our [Tartan Tea Party Facebook group](#) where you can talk to other hosts to share ideas!
- **Make your cuppa count:** Add a little extra fun (and fundraising) to your Tartan Tea Party with some games.

You can invite guests to make a small donation to join in the games, with all proceeds going towards making sure there's no life half lived in Scotland.



Here's some fun game ideas:

Raffle: Hold a raffle with small prizes like tea blends, baked goods, or gift cards. Guests can purchase tickets to participate, and all proceeds go toward your fundraising.

Bake Competition: Host a bake-off where guests can pay to enter their bakes. Get everyone to taste-test and vote on their favourite.

Tea Party Quiz: We've included a ready-to-use quiz in your pack for a bit of light-hearted competition. Get everyone involved and see who's the top tea buff!

Guess the Tea Bags: Fill a jar with tea bags and have guests guess the number for a small donation. The closest guess wins a prize!

Best Dressed Tartan Competition: Encourage guests to show up in their best tartan attire. Crown the most stylish guest and award them with a prize!

Tea Tasting Challenge: Set up a tasting station and challenge guests to guess different tea flavours. It's a great way to explore new teas and add some excitement!



Your Tartan Tea Party Checklist



Before your event

- ☐ Set a date and time for your event
- ☐ Choose your venue
- ☐ Set up your JustGiving page
- ☐ Invite your guests
- ☐ Plan your menu
- ☐ Promote your event

On the day

- ☐ Decorate your space
- ☐ Prep your food and drinks
- ☐ Welcome your guests
- ☐ Make sure your guests know how to donate
- ☐ Tell your guests why you're hosting a Tartan Tea Party
- ☐ Snap some pictures at your event
- ☐ Enjoy a cuppa, some cake and have fun!

After your event

- ☐ Thank your guests for coming and their contributions
- ☐ Send in your donations
- ☐ Pat yourself on the back – you've done it!



Visit www.chss.org.uk/tartan-tea-party.

Check out our FAQs on our website for more information to help you plan a successful, safe and legal event.

Wrapping up the party – after your event

Thank-brew: Thank your guests for coming along to your Tartan Tea Party!

Pay in your donations: The money on your JustGiving page will be sent to us automatically so you don't need to do anything. If you have any other donations, you can pay them:

- **Online** – www.chss.org.uk/tartan-tea-party/

- **Phone** – **0131 225 6963**

- **Bank transfer**

Sort code: **83-51-00**

Account Number: **00126003**

Please quote your unique reference ID number on your bank transfer.

You can find this on your welcome letter or contact us if you need more help.

- **Cheque** – **You can send a cheque to our head office:**

Chest Heart & Stroke Scotland, 2nd Floor, Hobart House,
80 Hanover Street, Edinburgh EH2 1EL

- **Money Box** – Ask us to send you a Bank Giro to pay cash directly into the bank.

Email fundraising@chss.org.uk

And finally celebrate what you've accomplished! You're making a real difference to people living with chest, heart and stroke conditions and Long Covid.



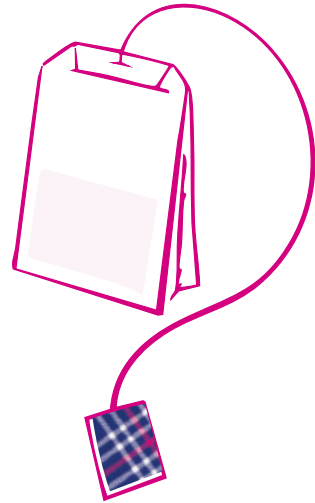


Never underestimate the power of a cup of tea!

By getting together and putting on the kettle, you're making a real difference to the **1 in 5 people in Scotland** who are living with chest, heart and stroke conditions and Long Covid.

Every penny you raise will allow us to reach even more people who desperately need our help through our Community Healthcare Support Service.

Every day people in Scotland feel scared and alone after having a stroke, heart attack or being diagnosed with a chest or heart condition or Long Covid. But our **amazing healthcare team, support coordinators and volunteers are here to make sure no one has to recover alone.**



It's thanks to your incredible support that we're able to help people in Scotland to manage their conditions and live their lives to the full.

You're helping people like Michael

Michael had a stroke at the age of 30. He knows just how important our vital support services can be to someone's recovery.

// "Nothing can prepare you for how hard recovery after stroke is.

"Tim and Chest Heart & Stroke Scotland changed everything. Tim gave me hope. And he gave me confidence for the first time since the stroke.

"I know how lucky I am that people like you help make such a vital service possible for me."

//

WE CAN'T HELP PEOPLE LIKE MICHAEL
WITHOUT PEOPLE LIKE YOU.



Chest
Heart &
Stroke
Scotland



NO LIFE HALF LIVED

Chest Heart & Stroke Scotland

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Registered with and regulated by the Office of the Scottish Charity Regulator (no SC018761), Chest Heart & Stroke Scotland is a wholly Scottish charity. It also operates as CHSS and is registered in Scotland as a company limited by guarantee, no SC129114.

How your fundraising helps

£50

could **help train a volunteer kindness caller** to make sure there is always someone at the end of the phone for people in need of help.



£100

could fund **10 calls to our Advice Line team** who can support anyone worried about or struggling with the effects of chest, heart or stroke conditions or Long Covid.



£250

could give **12 people one hour of vital one-to-one support** through our Community Healthcare Support Service to help them live their lives to the full.



£350

could mean that we can **support 7 people to attend an online support group for 3 months**, helping them to cope with the emotional and physical impact of their condition.



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TO GOOD FUNDRAISING**
goodfundraising.scot