



National Urea Cycle Disorders Foundation
families research education support ... Hope

Dear Potential Fundraiser,

You can help us in our mission to find a cure for Urea Cycle Disorders (UCDs) and support those affected by UCDs, by hosting a fundraiser in your community. Donated proceeds from the fundraiser will go to the National Urea Cycle Disorders Foundation.

We're here to help as best we can! Our fundraisers in a box include step-by-step instructions, ready-to-use logo files, and more. Your success is our success. How can we help you?

Thank you for considering hosting a local fundraiser benefitting the National Urea Cycle Disorders Foundation (NUCDF).

-Board and Staff of the NUCDF



How To Host a Bake Sale Fundraiser

1. Enlist Volunteers

Although you can bake items and sell them on your own, you may want to consider getting people to help bake, advertise, set up the sale, process payments, and help with clean-up.

2. Pick Your Location

You want to hold a bake sale in a place that gets lots of traffic. Often these types of events are held at area churches, schools, local businesses, etc. See what might be available to you as locations to host the event.

3. Set a Date

Of course, you'll need to select a date and time for your sale. Choose a day that works for you and your volunteers, but also consider when members of your community will be available. This will likely be on a weekend when more people will have the opportunity to attend.

4. Advertise Your Sale

Use social media. Share pictures of things you intend to sell. Print flyers and share in your community. Share the event via word of mouth. Tell everyone you know and ask them to tell their people.

5. Start Baking

Now it's time for the fun part: baking! Keep the day of your sale low-stress by trying to get the majority of your baking done ahead of time. In order to avoid duplicates, start a spreadsheet and ask volunteers to input what they plan to bake. Offer a variety of desserts. Perhaps include a few gluten-free options for those with dietary restrictions.



6. Decide What Payment Methods You'll Accept

Will you be cash only, or will you also take credit cards? This is something you should think about ahead of time. For cash, you'll need a money box to store the money in. For credit cards, we can set you up with a personalized fundraising platform to accept donations on our behalf.

7. Set Up Your Bake Sale

Set up for your bake sale day of. Decorate, have a nice table cloth, and signage advertising your event.

8. Track and Manage Donations

Likely the easiest way to accept donations is via a personalized online platform that we can set up for you. Donors can make their donation via credit or debit card directly on our fundraising platform. If accepting cash, keep track of all donations. Use a money box to keep your money. Have a trusted volunteer or two be in charge of keeping it secure. Track donations by writing them down as they come in. Then after the event, the donation should be sent to NUCDF by mailing a check to:

National Urea Cycle Disorders Foundation
75 S. Grand Ave.
Pasadena, CA 91105

We would love for you to also submit Images if you have any. Images and any other Information about the event can be emailed to cureucd@nucdf.org.



National Urea Cycle Disorders Foundation
families research education support ... Hope

Logos Approved to Use



**National
Urea
Cycle
Disorders
Foundation**



National Urea Cycle Disorders Foundation
families research education support ... Hope



National Urea Cycle Disorders Foundation
families research education support ... Hope

How to Reach Us

Website: <http://www.nucdf.org>

Email: cureucd@nucdf.org

Facebook: <https://www.facebook.com/NUCDF>

Instagram: <https://www.instagram.com/cureucd/>

LinkedIn: <https://www.linkedin.com/company/nucdf/>