

# HOW TO: HOST AN EVENT THIS MOVEMBER

Movember events come in all shapes and sizes. From a BBQ to a big bash, anything goes. Sign up on [Movember.com](https://www.movember.com) and create your event, then get together, have fun and raise funds.

We reckon you already know a thing or two about how to party, but here's some tips.

## YOUR GUIDE TO A GREAT EVENT

### CREATE YOUR EVENT ON [MOVEMBER.COM](https://www.movember.com)

This makes it easy for people to find and RSVP to your event. You'll have access to downloadable posters, donation forms and other helpful tools.

### ASK FOR DONATIONS

Once your event is registered on [movember.com](https://www.movember.com) your supporters can donate straight to your event's fundraising total. No hassle, no need to handle cash or chase after cheapskates.

### GET PLANNING

You'll be most successful if you get a team on board and make your plans early. Try not to overcomplicate things, sometimes the best events are the ones that keep it simple.

### SPREAD THE WORD

Once you've created an event on [Movember.com](https://www.movember.com), it's time to get the word out.

### HAVE FUN

This one needs no explanation.

### **An important note regarding alcohol**

If there is alcohol at your event make sure everyone attending is of legal drinking age or hold the event in a venue with an age requirement. Remember, the Movember Foundation is a men's health organisation. When it comes to alcohol, moderation is key.

## FIVE FOOL-PROOF EVENT IDEAS

### SHAVE DOWN

Start your month off right with a Movember shave-down.

### MO TRIVIA

Test your mettle with some trivia. May the most knowledgeable Mo win.

### OPEN MIC NIGHT

Get the local talent to show off their skills with a Movember open mic night.

### MO PARTY

Any excuse for a good time. Themed events are always popular.

### DINNER PARTY

Cook up a storm. Get your mates together, or go big.

**[SIGN UP ON MOVEMBER.COM](https://www.movember.com)  
AND HOST AN EVENT FOR MEN'S HEALTH**

# HOW TO: PROMOTE YOUR EVENT AND RAISE FUNDS

Want to take your event and supercharge it? Planning an unforgettable bash? Here are our tips on how to promote your event.

## CREATE YOUR EVENT ON MOVEMBER.COM

Sign up on [moverber.com](http://moverber.com) and create your event. You'll be able to choose how many people will be able to RSVP, suggest a donation amount, and contact the people who are attending.

## TALK ABOUT MEN'S HEALTH

Tell people about the Movember Foundation's cause and communicate our men's health messages. Ready-to-share messages are available on our [Spread the Word](#) page. Use #Movember for your social media posts.

## GET SPONSORED

See if a local venue will sponsor your event, and ask local brands if they'll provide prizes or supplies to show their support. Remember to thank your sponsors!

## USE MOVEMBER POSTERS, PHOTOS, LOGO AND BANNER IMAGES

Head to our [media room](#) for images you can use to promote your Movember fundraising efforts (for non-commercial purposes only). Create your own customised business cards and posters from the [Downloads](#) section of your Mo Space. You'll need to be signed in to see that link.

## THINGS YOU SHOULDN'T DO

Don't engage in paid promotions through advertising and media.

Don't raise funds using the Movember name but then distribute the money to someone other than the Movember Foundation.

Don't use our resources to make commercial products. All resources are for non-commercial use only.

## AFTER YOUR EVENT

### GIVE YOURSELF A PAT ON THE BACK. YOU STEPPED UP TO THE CHALLENGE AND JOINED THE MOVEMENT FOR MEN'S HEALTH. THANK YOU.

If any of your attendees decided not to donate to your event directly through [moverber.com](http://moverber.com) or if you collected any cash at the door, here's how to send those donations to us:

### SEND YOUR CHEQUES OR MONEY ORDERS TO:

Movember  
PO Box 4141  
MOUNT MAUNGANUI, 3149

A completed [donation form](#) is required for each cheque. Please include your name and registration to ensure that the donation is added to your fundraising total. Also indicate if you require a receipt (email is preferred to save on postage.)

### ONLINE AT MOVEMBER.COM

Visa, MasterCard, American Express, PayPal

### OVER THE PHONE

call 00800 MOVEMBER (00800 6683 6237)

Movember Foundation  
Stop men dying too young  
[moverber.com](http://moverber.com)

### CONTACT US

Got a question?  
Email [info.nz@moverber.com](mailto:info.nz@moverber.com)  
Phone 00800 MOVEMBER (00800 6683 6237)