

PEIHS Annual Bake Sale

2023 Fundraising Event Guide





Table of Contents

What is the PEIHS Bake Sale?	2
FAQ's	3
When is the PEIHS Bake Sale?	3
How do I get involved?	3
How do I transport my items?	3
Am I able to fundraise with a team?	3
Can I hold a PEIHS Bake Sale at my workplace?	3
Can my kids fundraise?	4
What other ways can I support the PEIHS?	4
Do you provide tax receipts?	4
How do I provide the raised funds?	4
Ideas for your Bake Sale!	5
For an Individual or Group:	5
For the Office:	5
For School or Daycare:	5
For Stores (Retail, Grocery, Pet Store, etc.):	5
For Restaurants, Cafes or Bakeries:	5
How to Register	6



What is the PEIHS Annual Bake Sale?

The PEI Humane Society Bake Sale is a fundraiser aimed at helping with operational costs at PEI's only animal shelter.

The main bake sale event will be hosted by the shelter on location (309 Sherwood Rd) on Monday, March 13th.

Businesses or individual participants can hold their own events throughout the week at their convenience. The fundraiser can be hosted by individuals, a team of colleagues, or a group of friends.

We will have a central pick-up location for baked goods at the shelter (309 Sherwood Rd) but will encourage businesses and organizations who wish to get involved to do so through their own channels. Many groups prefer this method as they rely on their own networks to support their individual organization's fundraiser.

If a local organization does not wish to get involved with a bake sale in their own offices, they can still feel free to get involved by dropping off baked goods at the shelter for us to sell on March 13th or else coming by to purchase some treats for their team on the day of the event.

Our goal this year is to raise \$30,000.00 to use towards operations and animal care at PEI's only animal shelter, and we know we can do it with your help!



FAQ's

When is the PEIHS Bake Sale?

The PEI Humane Society will be selling their baked goods on Monday, March 13th at their shelter while supplies last. You can hold your event that day, or any day for the rest of the week.

How do I get involved?

There are a lot of ways you can get involved with this fundraiser. You can register yourself or a team to participate in your own bake sale, you can donate a lump sum to the PEI Humane Society in honor of the PEIHS Bake Sale, you could even provide cupcakes for the PEIHS to sell during their own sale, or you can come by to buy your own yummy treats at the PEI Humane Society's shelter on March 13th!

If you are interested in getting involved but aren't sure what you'd like to do, contact us at community@peihumanesociety.com to learn more!

Are there prizes?

Yes! You could win a Cuisinart Stand Mixer donated by Canadian Tire Charlottetown for being the top fundraiser.

How do I transport my baked goods?

The PEIHS has cupcake and cake containers, so you do not have to purchase them. We recommend that cookies, squares and other baked goods be packaged individually.

Containers for cakes and cupcakes are available for pickup at the shelter, located at 309 Sherwood Rd, during regular business hours.

How should my items be priced?

Items can have a set price of your choosing or be by donation. It's up to you!

Am I able to fundraise with a team?

Absolutely! Choose the "team" option when registering to ensure your fundraiser is set up correctly.

Can I hold a PEIHS Bake Sale at my workplace?

Yes! Historically workplaces have raised the most funds for this event!



Can my kids fundraise?

Yes, there is no age limit on fundraisers! Parents can help their children create a fundraising page, or get their schools or sports teams involved.

What other ways can I support the PEIHS?

If you don't want to host an event but still want to support or participate, you can donate directly to the shelter, you can purchase treats from other participants, or you can purchase treats at the shelter on March 13th.

Do you provide tax receipts?

The PEI Humane Society Bake Sale is a third-party fundraiser and does not warrant a tax receipt for the fundraisers.

If you would like to support the PEIHS by donating your own money without purchasing cupcakes, we would be happy to provide you with a tax receipt!

We don't provide a tax receipt for participants purchasing something by donation.

Participants who collect donations on our behalf cannot receive a tax receipt in their name.

Please see CRA guidelines for more information.

How do I provide the raised funds?

All funds should be submitted by **March 30th, 2023**.

You can submit your funds:

- Online at www.peihumanesociety.com/donate
- In person at the shelter
- By mail

Still have questions?

**Call us at 902-892-1190 ex. 32 or email us at
community@peihumanesociety.com**



Ideas for your Cupcake & Bake Day!

For an Individual or Group:

- Bring treats to your workplace and ask for donations.
- Host a cake auction or raffle at work, school, or on social media.
- Get cupcakes and treat orders from friends or family or neighbours.!

For the Office:

- You or a team can host a treat day for your colleagues.
- Bring treats and a donation jar to a staff meeting.
- Ask your workplace if they will match funds donated by staff.
- Have a raffle or auction for your cupcakes or treats.
- Challenge another floor or department to see who can raise the most!
- Leave a jar for donations with cupcakes in the lunchroom or community area of your office.
- If you're working from home, collect cupcake orders from your colleagues and deliver them!

For School or Daycare:

- Have students or teachers plan a bake sale or cake auction.
- Class VS Class: Challenge all the classes to raise the most funds.
- If you're learning or teaching from home, collect cupcake orders from your students or peers and deliver them contact free!

For Stores (Retail, Grocery, Pet Store, etc.):

- Make a signature treat or select a product in stock and have all or partial sales donated back to PEIHS.
- Collect donations at the register.
- Host the bake sale for your staff in the lunchroom.
- Host the bake sale for your customers.
- Talk to management about how they can participate in the event!

For Restaurants, Cafes or Bakeries:

- Make a signature treat or select an existing menu item and have all or partial sales donated back to PEIHS.

PEIHS Annual Bake Sale



- Collect donations at the register.
- Host the bake sale for your staff in the lunchroom.
- Talk to management about how they can participate in the event!



How to Register

It's super easy to register:

- Emailing community@peihumanesociety.com
- Calling us at 902-892-1190 ext. 32
- Visiting us at 309 Sherwood Rd, Charlottetown PE