



**Girlguiding**

Bedfordshire

**Make a Child  
Smile  
Challenge  
2004-5**

## Make a Child Smile Challenge—2004-5

Dear Member of Girlguiding Bedfordshire,

This year, KidsOut, the national charity based in Leighton Buzzard which works with disadvantaged children, has been chosen as Girlguiding Bedfordshire's Charity of the Year. For the next twelve months we will be working in partnership on a range of exciting ideas both to raise money to support KidsOut's work and to promote the fun and friendship for children and young people which is at the heart of both organisations' ethos.

One element of this partnership which units are invited to take part in is the Make a Child Smile Challenge.

This Challenge involves carrying out a range of fun activities within the unit involving balloons (KidsOut's logo). These activities can be done by any age group - from Rainbows to Trefoil Guild (although they may need to be adapted accordingly!!). You do not need to use the activities to fundraise for KidsOut if you do not want to. But if you do, there are ideas and suggestions about how to do this. There are also ideas about how to raise awareness of both Girlguiding Bedfordshire and KidsOut along the way.

At the end of your Challenge you can send off for a certificate for your unit which will also be available for you to customise for each member taking part.

I am delighted that we are working in partnership with KidsOut this year and that we have been presented with a real opportunity to make a Child Smile through the fun we have in Guiding.

Kathy Carroll  
County Commissioner  
Girlguiding Bedfordshire

" I am delighted and proud of the Girlguiding Bedfordshire for their fantastic support of KidsOut. The fundraising activities are terrific and I know through their efforts we shall be able to help many disadvantaged and special needs children in Bedfordshire."

John Garner, OBE, Chief Executive of KidsOut

## How this Challenge works

This pack contains a range of different activities all loosely based around balloons. What we would like you to do in your unit is to carry out 10 challenges. These can be done in any way you choose - one a month, over one term, at camp or pack holiday or even at your District or Trefoil Guild meeting.

You can choose your balloon challenges from this activity pack or adapt your own ideas. When you have finished all 10 challenges, simply fill in the form at the back of the pack to tell us what you have done and send it to us. We will then send you a certificate for your unit which you will be able to customise for all the people participating in the challenge.

Even though there are ten challenges, we would not expect you to fundraise for KidsOut with each activity you do (although you are welcome to do so). However, we have given you ideas for how to fundraise with the activity if you want to. Don't forget - if you are fundraising it is fine to divide the income received between your unit and KidsOut.

Any money you do raise needs to be sent to KidsOut at:

14, Church Square  
Leighton Buzzard  
Bedfordshire  
LU7 1AE

Tel.01525-385252

Fax. 01525 385533

**Helpline:** 01525 385232

**e-mail.** [kidsout@kidsout.org.uk](mailto:kidsout@kidsout.org.uk).

Person responsible: Frances Culham in the Development Team

We have also given you ideas and suggestions about how to get some publicity for the event. If you would like us to send out a news release for you, fill in the media request form for each release you want us to help you with and email it to Kelly Quigley or send it to her at the address shown on the form. Give us as much notice as you can on this so that the press have time to book their photographers.

Finally, if you have any questions on this partnership, please do not hesitate to contact me:

Denise Yates  
32 Southcott Village  
Linslade  
Bedfordshire  
LU7 2PS

Tel: 01525 381 474

e-mail: [denise@yatesda.fsnet.co.uk](mailto:denise@yatesda.fsnet.co.uk)

**Name of activity:** BALLOON FACES

**Summary of activity:** Make a balloon face using the shapes on the next pages for eyes and noses etc or make up your own

**Age group:** Rainbows, possibly Brownies. Could use with other Sections as part of an activity eg a balloon fashion show

**Fun rating:** Great fun for the younger age groups!

**Difficulty rating:** simple

**Equipment needed:** 1 balloon for each child + a selection of body parts, colouring pens. Either draw the parts yourself or get from [www.makingfriends.com](http://www.makingfriends.com) under yucky bag heads.

**Time:** 1 meeting

**Description of activity**

1. Blow up the balloon to the required shape
2. Cut round eyes etc shapes
3. Colour shapes in if time
4. Stick on your shapes

**Fundraising ideas**

1. Unit could make up packs of balloon face shapes to sell
2. Hold a competition - scariest face etc and charge the girls to enter. Give a prize to the winner
3. Older girls could hold a balloon fashion show - make a balloon body to go on head and dress them with clothes - charge to enter the show

**Publicity ideas**

1. Could have a picture with your unit and the balloon heads in between to go in our Annual Review
2. Invite media to your fashion show - don't forget to fill in and send a media request form at the back of this pack if you want help

**If you've tried this, why not try.....**

- Balloon hands
- Making faces out of papier mache

**Name of activity:** BALLOON ARMS

**Summary of activity:** Make a hand out of a long thin balloon and stick on and decorate a hand and fingers

**Age group:** Rainbows and Brownies. Could be done with older sections as part of eg a balloon body challenge

**Fun rating:** Good fun for younger age groups

**Difficulty rating:** Younger ages will need some help getting hand onto the balloon

**Equipment needed:** For each child - 1 long balloon for each child, 1 plastic/latex glove, 1 elastic band, template finger nails or piece of paper to draw finger nails, colouring pens or nail varnish in different colours

**Time:** 1 meeting

**Description of activity**

1. Blow up a long balloon to form an arm
2. Blow up and attach latex glove to arm with the elastic band
3. Decorate and cut out nails. Stick them on hand
4. Older girls might like to cut out and stick on nails and then paint them with nail varnish

**Fundraising ideas**

1. Make up kit and sell eg at a Fayre
2. Have a competition for the most beautiful, scariest etc hand and charge girls to enter
3. Run your own balloon fayre and fill the hand with eg Smarties, balls and have a "guess the number of" competition or raffle

**Publicity ideas**

1. Take a photo of the girls and their arms for the local paper or Annual Review

**If you've tried this, why not try.....**

- Filling the hands with something edible (eg pop corn)for a party treat

## **Name of activity: PAPIER MACHE SHAPES**

**Summary of activity:** Use a balloon as a base to make a variety of different shapes and containers

**Age group:** Everyone can join in with age appropriate activities

**Fun rating:** Hard work in week 1, good fun turning the balloon shape into something exciting!

**Difficulty rating:** fiddly and younger children may get bored but worth the effort

**Equipment needed:** Per person - 1 balloon, plenty of newspaper, either flour and water paste or glue (doesn't make the container go mouldy over time), paints, possibly clear varnish (depending on container)

**Time:** 2 possibly 3 meetings - 1 to put the paper mache on the balloon, 1 or 2 to paint and finish off

### **Description of activity**

1. Make up papier mache
2. Decide on shape you are going to make and cover balloon in the right way
3. Leave papier mache to dry
4. When dry, burst balloon
5. Cut papier mache to right shape
6. Paint/decorate balloon

### **Fundraising ideas**

1. Why not make a big piggy /savings bank for the unit and collect loose change each week in it for a year - each girls could also do this
2. Line half a balloon shape with tissue paper and fill with sweets made in the unit (try and wrap them up beforehand!). Sell them at a balloon fayre
3. Hold a competition for the best decorated papier-mache shape from a balloon. Charge members to enter
4. Make masks out of the papier-mache shape and put on a play in your unit. Charge a small entry fee

### **Publicity ideas**

1. Make the biggest piggy bank you can and invite the papers to take a photo along when your piggy bank is full. Fill in a media request form if you would like some help
2. Invite the press to the opening night of your show

### **If you've tried this, why not try.....**

- a shape making competition out of papier mache
- making a piñata out of papier-mache and filling with (wrapped) sweets while still wet. A great game for World Thinking Day

**Name of activity: BALLOON GHOST**

**Summary of activity:** Make a ghost out of a white balloon and some plastic carrier bags

**Age group:** Rainbows/younger Brownies

**Fun rating:** Great fun as part of activities for a pumpkin/Halloween party

**Difficulty rating:** Simple

**Equipment needed:**

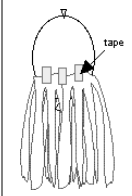
For each child: A white balloon , Scissors , 2 white plastic grocery bags , Tape , A black marker



Cut the handles off the white plastic grocery bags. If there are coloured markings on the bags, cut them off too.

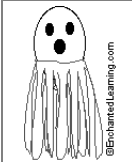


Leaving the seam at the bottom of the bags intact cut the bags into strips.



Blow up a white balloon.

Tape the plastic bags around the end of the balloon (tape the bags in a circle a few inches from one end of the balloon). If you plan on hanging the ghost up as a decoration, tape the plastic bags around the plain end, leaving the tied end of the balloon exposed so you can tie a string to the top of the ghost.



Using a black marker, draw two eyes and a mouth on the balloon.

You now have a spooky ghost that you can use as a Halloween decoration or as a toy (but not for very young children). This ghost flies really well!

**Time:** 1 meeting

**Fundraising ideas**

1. Hold a sponsored ghost race - see how far your ghost can fly across the meeting hall
2. Sell kits as part of your balloon fayre

**Publicity ideas**

Take a picture in the unit and send it to the newspaper. If you need help with writing a news release - fill in the form at the end

**If you've tried this, why not try.....**

You could make other animals or creatures for different times of year - how about a red balloon Santa or a white angel or even a bird?

**Name of activity: BALLOON SPIDERS**

**Summary of activity:** Make a spider from a black balloon and some pipe cleaners - but be careful - it's not as easy as it looks - don't pop your balloon!





**Age group:** Brownies/possibly younger Guides

**Fun rating:** Can be an explosive activity!

**Equipment needed (for 1 spider) and description of activity:**

- Thick, round, black balloons
- A few inches of string or yarn - or a twist tie
- 4 black pipe cleaners
- White out (liquid paper) or white tempera paint



	Blow up a round black balloon so that it's only slightly inflated. Tie the balloon shut.
	Twist the balloon, making a large part (for the body) and a smaller part (for the head). Secure it with a piece of string or a twist tie. If your balloon isn't stretchy enough to do this, use two balloons - use one for the body and one for the head. Tie the two balloons together with their stems.
	Fold each of 4 pipe cleaners in half. Twist the middle of each pipe cleaner and wrap around the twist in the balloon. This makes eight legs. Fold and shape each leg to look like a jointed spider's leg.
	Draw eyes and fangs, using white-out (liquid paper) or white tempera paint. You can now decorate your house for Halloween, indoors and out, with these huge, scary spiders.

**Time:** 1 meeting

**Fundraising ideas**

1. Make a spooky spider chain either in your six/patrol or across the whole unit - hold a sponsored event to see who can get the longest chain of spiders
2. Make some spiders as part of your balloon fayre

**Publicity ideas**

1. Write a news release and get the press along to see your spider chain. If you need help with writing the news release, fill in the form at the end
2. Why not make a chain in your town centre - that's sure to get some attention!!

**If you've tried this, why not try.....**

1. Other shapes for different times of the year eg ladybirds, beetles
2. The ghost balloon activity

**Name of activity: DINOSAUR HAT**

**Summary of activity:** A Papier-mache dinosaur hat

**Age group:** Rainbow/Brownies. Do with older girls as part of themed activity eg party


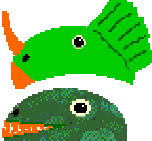
**Fun rating:** Bit fiddly but good results

**Equipment needed:** One large balloon for each hat, lot of old newspaper and/or brown-bag paper, flour-water glue, scissors

Hole punch, assorted paper, cardboard scraps, Styrofoam scraps, egg cartons, paint, string or elastic for chin straps

**Time:** Min 2 meetings

**Description of activity**

	1. Choose the type of dinosaur hat(s) you want to make. Species with interesting heads include (click on the underlined names to see a picture of that dinosaur): <a href="#">Styracosaurus</a> , <a href="#">Triceratops</a> , <a href="#">Dilophosaurus</a> , <a href="#">Lambeosaurus</a> , and <a href="#">T. Rex</a> .
	2. Make simple, thin glue from flour and water and dip strips of paper into glue
	3. Blow up a balloon for each child. Each hat is moulded over a large balloon.
	4. Dip each strips of paper in the flour glue and put on the balloon. <b>Put the balloon sideways because most dinosaurs had longheads.</b> Apply the papier-mâché strips to cover about half of each balloon. About 3 layers of paper are necessary for a hat thick enough to decorate later. You can do all the layers at one time, or wait between layers. Let dry for a few days.
	5. Pop the balloon when the hat's dry and remove. Trim the hat, depending on the dinosaur species chosen. Using glue or staples, add horns, frills, crests, beaks, teeth, and more, made of paper, cardboard, Styrofoam, egg cartons, etc. Let dry.
	6. When the hats are dry, punch holes for chin straps and paint the eyes, nostrils, beaks, skin colour, etc. Let paint dry.
	7. Add string or elastic to use as a chinstrap. As a costume addition, the students could drape themselves in paper that matches their mask or wear matching clothing.

**Fundraising ideas**

1. A dinosaur fancy dress competition - each girl pays a fee to enter and there are prizes

**Publicity ideas**

1. Dress up as dinosaurs and invite the press along
2. Ask parents/friends to join in as well and have a massive dinosaur tea party

**If you've tried this, why not try.....**Hats with different themes - Christmas or Festival hats, Easter bonnets, Summer hats

**Name of activity:** BUILD A BALLOON TOWER

**Summary of activity:** Each six/patrol tries to build the highest tower

**Age group:** Older Brownie/Guide/ Senior section

**Fun rating:** Fun trying to work how what to do - it's not as easy as it looks

**Equipment needed:** 1packet of @20 balloons for each group. 5-10 newspapers each

**Time:** quick activity - how long it takes depends on age group 15 mins +

**Description of activity**

Each group has a number of balloons and newspapers. Only using these items they must try and build the tallest tower they can. The tower must stand the weight of a magazine

**Fundraising ideas**

1. Each group could be sponsored to see how high they can build the tower
2. Could have a competition to build the highest tower - entry fee for each team and a prize for the winner. Could do this as part of a range of activities for Balloon Fayre

**Publicity ideas:**

1. Invite the press to come and take a photos for the local newspaper of the highest tower
2. Invite mums/dads, Trefoil Guild, Guiders all to come along and enter - who can build the biggest tower?

**If you've tried this, why not try.....**

- One of the other science activities with balloons

**Name of activity:** BALLOON ROCKETS

**Summary of activity:** Whose rocket can travel the furthest down the washing line?

**Age group:** Guide, Senior Section

**Fun rating:** Great fun for the older age group

**Equipment needed:** Per team: 2 chairs, peg, washing line, balloon, toilet/kitchen roll holder, sellotape, bits to decorate rocket/make it aerodynamic

**Time:** 1 meeting

#### **Description of activity**

1. Blow up balloon and secure with a peg so air doesn't escape
2. Attach toilet etc roll to outside of balloon
3. Decorate/make as aerodynamic as your team thinks possible
4. Thread through the washing line and suspend washing line tightly between 2 chairs.
5. On the signal - 321 - take off the peg and let the air out - the balloon should go racing along the washing line to the finishing line!

#### **Fundraising ideas**

1. Could run it in the unit like a race night
2. Could run as a competition with fee to enter and prize for fastest rocket
3. Could run as a sponsored event - time taken to get to the end of the line
4. Potentially popular activity for a Balloon Fayre with mums dads etc getting involved

#### **Publicity ideas**

1. Invite the press to your event. If you want help writing a news release, fill in and send off the form at the back of this pack
2. Could you get some publicity for suspending your rocket in an unusual place eg between 2 buildings (but follow health and safety guidelines)

**If you've tried this, why not try.....**

\* Why not try up as well as across - could your balloon rocket fly in the sky?

**Name of activity:** BALLOON PARACHUTES

**Summary of activity:** Decorate your balloon and race it to the ground

**Age group:** Older Guide, Senior Section

**Fun rating:** Addictive fun for older children (and adults!)

**Equipment needed:** For each team - 1 balloon, 2 2p coins, paper etc to decorate the balloon

**Time:** Depends how addictive it becomes!

**Description of activity**

1. Put the coins in the balloon to weight it down.
2. Decorate the balloon in your team colours
3. Go up the highest building you can
4. On starters orders - see which balloon can get to the ground first!

**Fundraising ideas:**

1. Entrance fee for each balloon - a prize for the winning balloon
2. Sponsored drop - seconds it takes to fall to the floor

**Publicity ideas**

1. Could you do the drop on the top of an unusual tower and get publicity for this?
2. Invite the press to your balloon drop and let them photograph the event

**If you've tried this, why not try.....**

Could you get different groups of people involved in this eg workmates, Trefoil Guild?

**Name of activity:** BALLOON JUGGLE

**Summary of activity:** Keep your balloon in the air for as long as you can

**Age group:** All age groups but younger age groups may get quickly bored

**Fun rating:** Great fun

**Difficulty rating:** simple

**Equipment needed:** 1 balloon per person

**Time:** 5 minutes - all meeting

**Description of activity**

1. Each person blows up a balloon.
2. All balloons must then be kept in the air by the group.
3. This gets the group moving around and cooperating. Once they've got the hang of it, ask them to keep juggling the balloons, but sort them into colours.
4. To make it harder, place restrictions eg, no hands to keep balloons up.

**Fundraising ideas**

1. Entry fee and prize for group who keep most balloons in the air

**Publicity ideas**

1. Write news release about how long your teams kept the balloons in the air

**If you've tried this, why not try.....**

- \* Other team games with a balloon eg balloon volleyball, balloon hockey

**Name of activity:** PASS THE BALLOON

**Summary of activity:** A balloon action game

**Age group:** Any age

**Fun rating:** Quick game, good fun

**Difficulty rating:** simple

**Equipment needed:** 1 balloon for each team

**Time:** 5 mins + depending on age

**Description of activity**

To play this game the players sit down in two rows facing each other. The two rows then number off, with those who called odd numbers making one team and the even numbers the other. Each team is designated an end of the avenue as their goal and a balloon is placed between them. When the game commences, each team hits the balloon from one player to another, up, down or across the rows. The balloon must not be held or thrown. The balloon is placed back in the centre after each goal is scored' and the winning team is the one to have scored the most goals after a designated period of time.

**Fundraising ideas**

1. Could make the event longer and hold a match. Spectators could pay to watch and there would be a prize for the winner
2. Could be run as part of Balloon Fayre with entry fee and prize for winner

**Publicity potential**

1. Why not dress up and take a photo for our Annual Report?

**If you've tried this, why not try.....**

Lots of other games can be played with balloons - cricket, rounders, golf, tennis.....

**Name of activity: 3 D MODEL BALLOON**

**Summary of activity:** Create your very own 3 D model balloon using a variety of media

**Age group:** Older Brownie, Guide, Senior Section depending on medium chosen

**Fun rating:** Finished result could look excellent

**Difficulty rating:** Simple but lot of work

**Equipment needed and description:** Depends on medium  
Start with an inflated balloon. Then use one of the following procedures (Ideas from [Balloon Explorium](#)) to cover and create your model:

(A) Papier-mâché: use newspaper strips with flour and water paste to cover the inflated balloon. Let dry and paint.

(B) Stained-glass balloon: Start with a white or clear balloon. First cover it with several layers of white tissue paper. This prevents the colour of the balloon from showing through. Cut coloured tissue paper into 1 to 2 inch wide strips. Use diluted (water) glue to attach the strips of tissue over your balloon. Vary the colours, overlap edges haphazardly, or you may want to create a pattern. Using a variety of paper colours will give a stained glass appearance. Apply several layers of tissue paper. Hint: Tissue paper colours will bleed. Be prepared - cover work surface and clothes. Let balloon dry.

(C) String art balloon: Dip 2 or 3 foot lengths of string or thread into starch and place over your inflated balloon. Let dry. When string is dry, pop balloon.

(D) Cloth scraps balloon: Collect old sheet scraps or cotton fabric scraps. Cut in 1 to 2 inches wide or in squares. Dip fabric in liquid starch and cover the balloon. Let dry and pop the balloon.

Construct or find a small basket to use as your balloon gondola. Hang or fasten the basket underneath your balloon. Attach a hook, string or fishing line and hang your balloon.

**Time:** 1-2 meetings

**Fundraising ideas:**

1. Make balloons to sell

**Publicity potential**

1. Take a picture of finished balloons for our Annual Report or the local paper

**If you've tried this, why not try.....**

- Papier mache goods
- Papier mache dinosaur hats

**Name of activity: BALLOON ON A STRING**

**Summary of activity:** Use a balloon to transport a passenger (clothes peg) the greatest distance you can along a string

**Age group:** Older Brownies, Guide, Senior Section

**Fun rating:** Need to concentrate

**Difficulty rating:** Tricky one

**Equipment needed:** Per team: 1 balloon, 1 wooden lolly stick, 2 paper clips, 2 rubber bands, 30cm of masking tape on a ruler, string

**Time:** Depends on age - 30mins+

**Description of activity**

1. Tie a string to something on the wall at about 1.5 metre high. Tie the other end at about 15cm from the floor.
2. The teams need to work together to transport the clothes peg up the string

**Fundraising ideas:**

1. Sponsored passenger transport - people sponsored for every cm the passenger is transported up the string
2. Entry fee for competition and prize for winning team

**Publicity ideas**

1. Take a photograph for Annual Report

**If you've tried this, why not try.....**

\* Balloon rockets

**Name of activity: BALLOONS ON A SPOOL**

**Summary of activity:** This activity looks at how the size of a balloon affects the air pressure and contracting pull in the balloon

**Age group:** Any age group but results will be looked at in different ways

**Fun rating:** Interesting but may not be too much fun

**Difficulty rating:** Fiddly

**Equipment needed:**

For 2 participants: 2 balloons, 1 wooden or plastic spool, 2 twist ties

**Time:** 30 mins + depending on age

**Description of activity**

1. One child should blow up the first balloon almost to its full capacity, about the size of a soccer ball. Then let a little air out to about three-quarters of that soccer-ball size.
2. Tie off the first balloon with a twist-tie about 1" (2.5 cm) back from the mouth of the balloon.
3. With help from your partner holding the spool, stretch the end of the first balloon over one end of the spool, keeping the twist-tie in place.
4. The second child should blow up the second balloon to about one-third the size of the first balloon, somewhat larger than a grapefruit.
5. Tie off the second balloon with a twist-tie about 1" (2.5 cm) back from the mouth of the balloon.
6. With help from your partner holding the spool, stretch the end of the second balloon over the other end of the spool, keeping the twist-tie in place.
7. Remove the twist-tie from the smaller balloon.
8. Predict what will happen to the size of the two balloons if the twist-tie is removed from the larger balloon.
9. Remove the twist-tie from the larger balloon. What happens?

See [www.kids.union.edu/balloonsonaspool.htm](http://www.kids.union.edu/balloonsonaspool.htm) for an explanation

**Fundraising ideas**

1. Entrants could pay a fee and guess what happens. If they are right they share the prize

**Publicity ideas**

Could you do an article for BedsBuzz?

**If you've tried this, why not try.....**

- Balloon rockets, balloon on a string

**Name of activity:** JUGGLING BALLS

**Summary of activity:** Make a simple set of juggling balls using balloons and rice

**Age group:** Rainbows and Brownies

**Fun rating:** Good fun

**Difficulty rating:** May need help from adult - and make sure that the balls are tightly tied!

**Equipment needed:** 3 balloons per girl for the balls, plastic bag (eg small sandwich bag) per ball and enough rice to make a small ball

**Time:** 1 meeting

**Description of activity**

1. Fill sandwich bag with rice
2. Put in balloon
3. Make sure all ends tied together tightly

**Fundraising Ideas**

1. You could sell the juggling balls
2. Hold a juggling competition or a sponsored juggling event

**Publicity ideas**

1. Hold a juggling party and invite the press or take a photo for the Annual Review

**If you've tried this, why not try.....**

\* Using balloons in other juggling games - balancing, keeping balloons in the air

## CERTIFICATE RESONSE FORM

Name of Unit (as you want it to appear on your certificate): \_\_\_\_\_

\_\_\_\_\_

District: \_\_\_\_\_

Division: \_\_\_\_\_

Unit Guider/Person responsible  
for Make a Child Smile Challenge: \_\_\_\_\_

Tel: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Postcode: \_\_\_\_\_

For the Make a Child Smile Challenge 2004/5, the 10 challenges we did were:

Description of Challenge	Date completed	Signature

Please also attach copies of any publicity you achieved during your Challenge

We would like a blank copy of the certificate so that we can give them to the girls Yes / No

If YES, do you want us to:

send it in the post for you to photocopy [ ] Email it [ ] (please tick 1)

**THANK YOU FOR GETTING INVOLVED IN THE KIDSOUT/GIRLGUIDING  
BEDFORDSHIRE CHALLENGE AND FOR HELPING TO MAKE A CHILD  
SMILE IN 2004/5.**

**( PLEASE NOW SEND THIS BACK TO Denise Yates - details in front )**

**GIRLGUIDING BEDFORDSHIRE  
REQUEST FOR ASSISTANCE WITH MEDIA**

Name of Unit: \_\_\_\_\_

District: \_\_\_\_\_ Division: \_\_\_\_\_

Unit Guider/Person responsible for event: \_\_\_\_\_

Tel: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Postcode: \_\_\_\_\_

What do you want media coverage for?: \_\_\_\_\_

Date of event: \_\_\_\_\_ Time: \_\_\_\_\_

Venue: \_\_\_\_\_

Description of event: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

How many girls are involved? \_\_\_\_\_

Are you happy to talk to the press about the event if they have any more questions? YES / NO

Are you happy to show the photographer round if they send one? YES / NO

Any other information: \_\_\_\_\_

\_\_\_\_\_

Please return this form to: Kelly Quigly, Membership Development Team,  
42 Berkeley Close, Biggleswade, SG18 8SY  
Tel: 01767 310395 Email: Kelly.quigley@btopenworld.com