

# How to Run a BBQ/Sausage Sizzle

## Specific Requirements

- A BBQ and gas bottle.
- A 3x3 pop up tent.
- 2 trestle tables.
- Cooking utensils.
- An esky with ice to keep the sausages cold prior to cooking.
- Sausages.
- Onions.
- Bread.
- Sauce.
- Cash box and small float.
- Foil.
- Serviettes.
- Hand sanitiser.
- A high traffic area to set up to maximise sales.
- 20 litre water container with a tap.
- A bucket.

NB: If you are having a BBQ, you will be required to register the fundraising activity with Variety [here](#). If you are creating flyers, posters or Facebook event pages please email the material to [melissa.mcmahon@varietyqld.org.au](mailto:melissa.mcmahon@varietyqld.org.au) for approval prior to publishing. A friendly reminder to please use our proudly supporting logo.

## Things to Consider

The biggest thing you will need to consider is your venue – WHERE are you planning on running your BBQ or Sausage Sizzle?

- There are already venues that are set up to allow people to run fundraising Sausage Sizzles. For example, Bunnings, Masters, Anaconda or other large stores that have a direct access from a car park. Often these are very busy and you may have to apply, however they are also very good revenue earners and will often provide you with the necessary basic equipment, such as a BBQ, gas bottle and pop up tent.
- Other venues that you may be able to approach are local markets or local shopping centres
- Look at your local councils calendar of events – see if there are any upcoming festivals or community days that you may be able to join in with.
- If you can find a venue that will allow you to conduct ongoing BBQ's – work out an alternating roster with other fundraisers – this will provide constant fundraising for Variety whilst allowing you a break from BBQ-ing every weekend.

## Other Things to Consider

- Never underestimate the selling power of sizzling onions – the smell often makes people’s mouths water and draws them to your location.
- Will a raffle be a good supplement to your BBQ? If it doesn’t take your man power away from the BBQ – then why not? See How to Run a Raffle guide for more information.
- Depending on your location, include other easy items on your menu such as steak sandwiches, burgers, and kebabs. But be careful not to over complicate it.
- Breakfast BBQ’s are often popular too, if you can tag in with an early morning event – bacon and egg burgers are always a good seller.
- Local butchers may be able to help you with reduced costs on sausages and meat. Never be afraid to ask the question. Try local supermarkets or bakers for bread and sauces etc.
- Will selling soft drink add to the occasion and earn more money for you during the BBQ as well?
- Don’t forget to have a float with spare change to give to your early customers. Set your prices at an easy price point to keep giving change simple. For example, \$2.50 as opposed to \$2.25.
- Always send thank you letters and certificates of appreciation to any local businesses that have supported your BBQ, whether it is discounts or provision of goods.

## What Variety Queensland Can Do to Help

- You will often need to provide the organisers or stores (i.e. Bunnings) with a copy of our Public Liability Insurance and an Authority to Fundraise letter. Variety can supply you with these once you have registered the fundraising activity with us through our website.
- Depending on the nature of your BBQ, Variety can promote your event on the website.
- We can supply you with some signage for your event, most will need to be collected and returned to the Variety office.
- We can supply you with raffle books if you choose to run a raffle.
- We can supply you with donation envelopes, money tins, shaker tins and stickers.
- We can supply you with certificates of appreciation.

## Who Do I Contact to Ask Questions?

Please contact Melissa McMahon on 07 3907 9300 or via email

[melissa.mcmahon@varietyqld.org.au](mailto:melissa.mcmahon@varietyqld.org.au) .

## Checklist/Timeline

- Have I registered the fundraising activity online via the Variety website?
- Have I secured a location and a date?
- Do I need to create a flyer? If it's at a community event it may be a good idea to generate a little bit of interest.
- Does my flyer keep within the branding guidelines as set out in the Terms and Conditions on the Request to Fundraise Form and have you received approval from Variety?
- What is on my menu?
- Have I set my prices? Will they be profitable?
- Have I sourced and ordered my food supplies?
  - Sausages and meat
  - Bread
  - Onions
  - Sauces
  - Soft drinks
- Do I have access to all the equipment I need?
  - BBQ and gas bottle
  - Pop up tent
  - 2 x Trestle tables
  - Cooking utensils
  - An esky with ice
  - Cash Box with small float?
  - Foil, serviettes, hand sanitiser
  - 20 litre water container with tap & bucket
- Am I having a raffle and do I have prizes for this?
- Have I forwarded the proceeds to Variety Queensland for receipting?
- Have I sent my thank you letters and certificates of appreciation?

## Managing Your Funds

### Deposit the funds into our account

Variety Queensland  
General Account  
BSB 034 072  
Account Number 201 739

### Do you have an online fundraising page?

You can donate the funds on your page

### Make out a cheque to 'Variety Queensland Inc' and post to

Variety - the Children's Charity  
Unit 1, 5 Ashtan Place  
BANYO  
QLD 4014