



TOP TIPS

DUVET DAY

- Now that you have signed up for GOAL Duvet Day, share it on Facebook, LinkedIn and Twitter and use the social media image provided. "YOUR COMPANY NAME" is excited to be taking part in @GOAL_Global #GOALDuvetDay".
 - If you have any referrals, pass them our way. We are thrilled to help more companies sign up.
 - Send the email template enclosed to all staff. Add your unique event link, which you will have received from GOAL when you registered.
 - Don't forget to send weekly reminder emails in the lead up to Duvet Day to encourage staff to sign up. Monitor the participation by checking the "Duvet Day Entrants" participation list.
 - For larger companies, we suggest multiple draws or offering more than one Duvet Day (e.g. one per department, per floor etc...).
 - Download and print the Duvet Day poster. Put them up on the back of doors, in the canteen, and hallways—anywhere with footfall. Be sure to fill out details of your event in the blank space provided.
 - Print off a raffle ticket for each entry and then draw your winner(s).
 - Have fun on your Duvet Day - organise a coffee morning and host your Duvet Day draw during it.
 - The winner should be able to choose their Duvet Day, but this is obviously at the discretion of HR / Manager or other.
 - Check with management to see if your company will match funds, a lot of companies are more than happy to help.
- TOP TIP!**
- Print the 'I WON A #GOALDuvetDay' sign which is also included in your pack. Ask the winner to hold the sign then take a photo and share the picture on Twitter with the tweet "'Employees Name' won our #GOALDuvetDay". Feel free to get creative with your photos, there is a prize for the best one!