**Plan:**
- Who do you want to invite to the Bring-a-Friend Night? How will you get the invitation to them?
- When will you host this Bring-a-Friend Night? Is there an evening that works best for everyone in the Company?
- What adventure will you plan for the Bring-a-Friend night? What kinds of activities would your friends enjoy who aren’t familiar with Scouting?
- Who will be leading the evening’s meeting? Does everyone understand their roles?
- What supplies will you need?
- What information do you want to send home with your friends after the Bring-a-Friend Night? What do they need to know in order to register with your Company?
- What can you do to make your friends feel welcome and included?

**Safety Tip:**
How many friends are coming to your Bring-a-Friend Night? Will your Scouters need a helping hand from other adults? What safety equipment should you have on hand for your activities?

**Online Resources:**
- Bring-a-friend!
- Bring-a-Friend Invitation

**The Adventure:**
As a Company, host a Bring-a-Friend Night to show your friends how awesome Scouting is! Invite friends from school and your neighbourhood to a meeting so they can experience the adventures you take part in every week.

**Do:**
- Invite your friends to the Bring-a-Friend event. Make sure you are clear when communicating the date, time and location of your meeting.
- Create an information package for your friends and their parents to take home so they can easily register with your Company and take part in all of the adventures you have planned. Consider including:
  - Registration forms (participant and Volunteer) and instructions for online registration
  - A list of upcoming events and camps your Section has planned
  - Contact information for the Group (the Group Commissioner or a Contact Scouter)
  - Program information (for example, a brochure for your Section)
  - Invitation to attend another free meeting
- Host the Bring-a-Friend event with your Company. Keep in mind that there will be a lot of new people at this meeting, so make an extra effort to be welcoming to everyone.
- Greet your friends at the door and make them feel welcome from the moment they walk into your meeting. Invite them into the meeting space and talk to them about what they can expect over the course of the evening. Introduce them to the other members of your Company, as well as the Scouters.
- Explain important parts of the evening to your friends. What is the significance of Opening and Closing ceremonies? What is the Company Leadership Team? What are Expedition Teams?

**Review:**
- What do you know now that you did not know before?
- What did you teach others on this adventure? How did you teach them?
- What did you learn about leadership?
- What would you do differently next time?
- Follow up with your friends after the meeting. What did they enjoy? Would they come back to another meeting? Do they want to join your Company?