

Want to
organise a

STREET SWAP

It's
simple!

Quick Guide

1. Preparation

Location

Pick a spot that works for people:

- Easy to get to
- Spacious and welcoming
- Not blocking walkways or traffic
- Close to toilets, water, and power

People & Partners

Build a small dream team and connect with locals who can:

- Help set up and pack away
- Store, transport, repair, or test items
- Take leftover items for reuse or recycling
- Support safe disposal through your waste authority

Permissions

Check in early (about a month ahead) with:

- Local council (for streets)
- Estate/TRA teams
- Community building managers

Safety Basics

Keep it simple and safe:

- Keep Fire exits clear
- Event area protected from traffic
- Minimum two volunteers at all times

2. Set Clear Rules

Make your event smooth and stress-free by telling people up front:

- What's welcome: clothes, toys, books, home goods, small electronics
- Item limit: e.g., 4 items per household (keeps things manageable!)
- Not accepted: weapons, alcohol/drugs, perishables, hazardous items, underwear, hygiene items, or anything sexualised or discriminatory



3. Promotion

Get the buzz going at least 2 weeks before:

- Share on Instagram, Facebook, WhatsApp, neighbourhood groups
- Drop posters and flyers around your area
- Chat with neighbours — personal invites go a long way
- Use bold, friendly signage so the space feels warm and easy to spot

4. Equipment Checklist

Essentials:

- Tables, clothing rack, gazebo
- Cleaning supplies + bin bags
- Chairs, snacks, drinks
- First Aid kit, pens, tape, wipes

Nice-to-haves:

- Basic tool kit, batteries, mirror, PAT tester
- Chalk for signs and kid-friendly doodles
- Trolley for heavier items
- Spare bags/boxes
- Camera/phone for great moments

5. On the Day

Before You Start

- Arrive 30 minutes early and set the vibe
- Put up tables, racks, gazebo, and signs
- Quick team huddle: roles, rules, and plan

During the Event

- Label items as 'Take Me' or 'Fix Me'
- Clean or repair simple items
- Be welcoming — offer a snack, chat, encourage browsing
- Track items if you want stats for next time

Wrap-Up

- Sort leftovers: donate, repair, recycle, or safely dispose
- Thank volunteers and share photos + highlights

Meet again to celebrate wins and tweak for next time

Why not knock on your neighbours door and set up a street swap of your own. Sunday swaps!