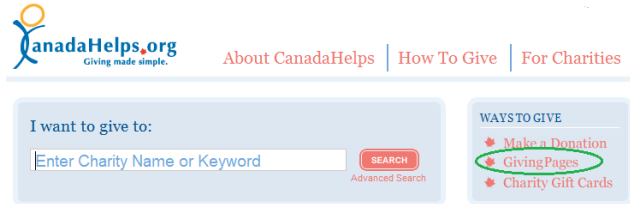
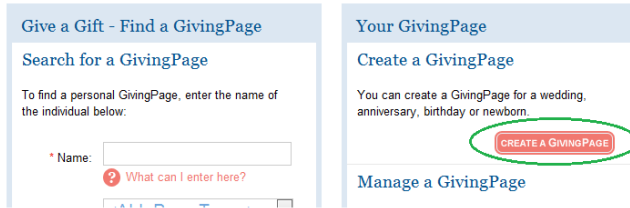


How to create an on-line pledge form for the Ride to Remember In support of the Tony Stacey Centre for Veterans Care

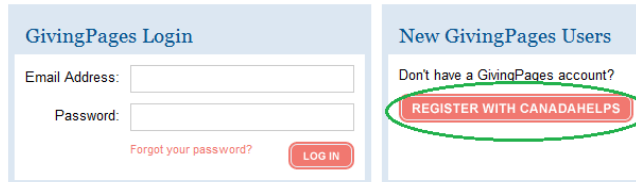
1. Go to <http://www.canadahelps.org/Home.aspx>
2. Look for the “Ways To Give” box and select “Giving Pages”



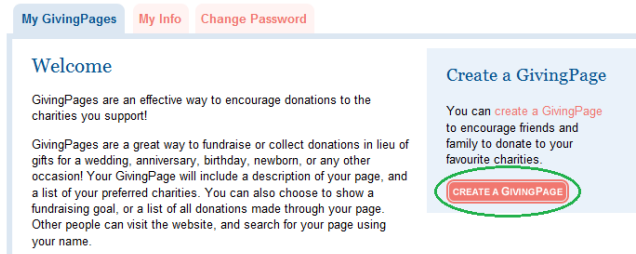
3. Locate the “Your Giving Page” box and Click on **Create a Giving Page**



4. If you do not already have an account, click on **Register with Canadahelps** and complete the account setup



5. Now that you have completed the account setup, Login with user ID and password
6. Click on **CREATE A GIVING PAGE**



7. Setting up your giving page is simple. Fill in the blanks on the “Page Info” form and click **CONTINUE**

Here is some advice you may wish to consider:

- a. **Personalize your message:** include info about the charity and your reasons to support it. 500 characters ensures you keep things short and sweet.

***Personal Message:** This message will appear on your page. (no HTML tags)

I am riding to support the Tony Stacey Centre for Veterans Care because....

You have 425 characters left. (Maximum characters: 500)

If you include www.tonystaceycentre.ca in your message it will create a link to the TSC webpage

- b. **Image is everything:** consider using a great pic of you on your bike. If you want a more corporate look for your donation page, you may use this Tony Stacey Centre logo



- c. **Set a goal:** Giving to charity should feel good. Sponsors like to see that even small donations make a big difference. Setting an achievable target and inviting your friends, family and colleagues to help you to reach your personal fundraising goal

8. Type in "Tony Stacey" and **SEARCH** for the charity

A screenshot of the 'Create GivingPage: Search for a Charity' interface. The page title is 'Create GivingPage: Search for a Charity'. Below the title is a breadcrumb trail: 'Page Info » Add Charities » Completed'. A message states: 'Please add at least one charity to your GivingPage. You can find your desired charity by searching for it below.' There is a search input field with the text 'Enter Charity Name, Keyword, Tony Stacey' and a 'SEARCH' button. A red circle highlights the text 'Tony Stacey' in the input field. Below the input field, there is a link '>> Show More Search Options' and a small red 'SEARCH' button.

9. The search results will produce 1 result, click **ADD**

Search results for "Tony Stacey "

Tony Stacey Centre for Veterans Care - 107933103RR0001 **ADD**
59 LAWSON RD, Toronto, ON, CA, M1C2J1

10. Click **Finish My GivingPage**

A screenshot of the 'Create GivingPage: Charity Added' interface. The page title is 'Create GivingPage: Charity Added'. Below the title is a breadcrumb trail: 'Page Info » Add Charities » Completed'. A message states: 'The following charity has been added to your GivingPage:'. Below this, the charity details are listed: 'Tony Stacey Centre for Veterans Care', '59 LAWSON RD Toronto, ON, M1C2J1'. A section titled 'You may now choose to:' contains three links: 'Add Another Charity', 'Preview my GivingPage', and 'Finish My GivingPage'. A red circle highlights the 'Finish My GivingPage' link.

11. Now that your page is complete it is ready for you to view/edit and most importantly...invite people to sponsor you

A screenshot of the 'Create GivingPage: GivingPage Completed!' interface. The page title is 'Create GivingPage: GivingPage Completed!'. Below the title is a breadcrumb trail: 'Page Info » Add Charities » Completed'. A message states: 'Your GivingPage has now been created. Website visitors can now search for your GivingPage using your name.' A section titled 'You may now want to:' contains four links: 'Invite people to view and donate through your GivingPage!', 'Visit your GivingPage', 'Manage your GivingPage(s)', and 'Tell us what you think of GivingPages'. A red circle highlights the 'Invite people to view and donate through your GivingPage!' link.

Good luck reaching your fundraising goal