

2020 Awareness Walk: Walk From Home - Collecting Donations

As much as possible, direct your donors to <u>bccwalk.ca</u> to complete their donations online. Be sure to register first so donors can support your fundraising campaign directly -- their names will show up on your honour roll, and your thermometer will update in real time! Your supporters also have the added benefit of receiving their charitable donation receipts sent immediately to their e-mail inbox.

For donations in the form of cash or cheque, please follow these guidelines:

- 1. Use a pledge form.
- 2. On the form, jot down your information and team name, if you have one.
- 3. Be sure to indicate which of our walk cities you're walking for... and if you aren't near a walk city, just write "Walk Where You Are."
- 4. Remember to sign the form at the bottom.
- 5. For each donation of \$18 or more, provide complete donor information on page 2 of the pledge form so tax receipts can be issued: include **full donor name**, as well as **full residential mailing address** including postal code
- 6. If a donor would like an electronic tax receipt, please provide **both** residential mailing address **as well as** legible e-mail address.
- 7. Photocopy this form for your records.
- 8. Make sure all cheques are made payable to **Bladder Cancer Canada.**
- 9. Prepare a single money order or cheque for all cash amounts collected. Do NOT send cash.
- 10. Total your pledges before sending anything by mail. Be sure the amount collected matches that on your pledge form.
- 11. Mail pledge form with all funds collected (cheques/money order for total cash amount) **no later than October 1. 2020** to:

Bladder Cancer Canada 4936 Yonge Street, Suite 1000 Toronto, ON M2N 6S3

Should you run into any questions, we're here to help! Please contact us at walk@bladdercancercanada.org or call us at 1-866-674-8889.

Thank you for helping us raise awareness and funds for our Annual Awareness Walk 2020!