



Share the Journey



Fundraising Forms for the Walks

Are you planning to fundraise for your *Share the Journey* walk? Here are some forms and instructions that you can use to make it simple and easy to raise money for Development and Peace and send funds securely to our head office. Thank you for all your efforts!

OFFLINE FUNDRAISING

The following four tools are available to those of you who wish to collect donations made in cash and/or by cheque. You will also find instructions on how to forward the donations to us:

1. ORGANIZER'S REPORT

The walk participant or the person organizing a group walk (at schools or parishes, for example) must complete this form after the event.

2. DONATION FORM A – CHEQUES

Cheques must be made payable to Development and Peace. Attach each cheque to the corresponding form using a paper clip.

3. DONATION FORM B – CASH

Do not send cash by mail. Tally the cash donations and send the total amount by cheque or money order. In the case of a group, a parish, or a school, the cheque or money order must include all the donations made in cash. Attach the cheque or money order to donation form B using a paper clip. Important: Make your cheque or money order payable to Development and Peace and make sure to indicate the cheque or money order number in the space provided in the organizer's report form.

How to use donation forms A and B

Print and give forms A and B to participants. On the day of the walk, be sure to have a few copies of each form on hand. After the walk, collect all the donations and forms completed by participants. Make photocopies of the forms (if there are group donations, separate forms A and B before photocopying them) and keep the originals for your files.

4. INFORMATION ABOUT CREDIT CARD DONATIONS

Individuals wishing to donate by credit card are encouraged to use the online fundraising page you created on the Development and Peace website. You will find personalized slips on the last page of this document where you can write the web address of your fundraising page. Complete the slips and distribute them to individuals who want to make a donation by credit card.

A tax receipt will be issued for donations of \$10 or more if the following information is provided: first name and family name of the donor, donor's full address, and the amount donated.

After the walk, send the organizer's report along with the donation forms and the donations (cheques and/or money orders must be attached with the corresponding form) in an envelope addressed to Development and Peace – Caritas Canada.

ONLINE FUNDRAISING

We encourage all walk participants (individuals and/or groups) to create an online donation page at devp.org/walk. This will allow you to collect secured online donations and to monitor your fundraising progress in real time.

A tax receipt will be issued automatically for donations of \$10 or more.

N.B.: It is possible to add offline donation pledges to your online fundraising total. To do this, you need to log in, open the dashboard, and enter the contact information of the donors. You can print this information and use the print-out instead of donation forms A and B.



Share the Journey



ORGANIZER'S REPORT

Please complete this form and mail it in with your donations and donation forms.

Contact person (Please print clearly.)

Date of your walk

Email

Parish or school name (if applicable)

Address

City/Town

Province

Postal code

Form

A

Number of cheques received:

Total funds received by cheque:

\$

Form

B

Cheque or money order number:

Total of all cash donations:

\$

TOTAL FUNDS RAISED: \$

Mail this form, with the donation forms and cheques/money orders to:

Share the Journey
Development and Peace – Caritas Canada
1425 René-Lévesque Blvd. West, 3rd floor
Montréal QC H3G 1T7

Thank you for sharing the journey with all those forced to flee their homes.

Contact person (Please print clearly.)

Tax receipts will be issued for donations of \$10 or more if information is complete and legible.
Please make cheques payable to: Development and Peace.

First name and last name (Please print clearly.)

Email

Telephone

Address

City

Province

Postal code

\$

Cheque number

Donation amount

Subscribe to newsletter

First name and last name (Please print clearly.)

Email

Telephone

Address

City

Province

Postal code

\$

Cheque number

Donation amount

Subscribe to newsletter

First name and last name (Please print clearly.)

Email

Telephone

Address

City

Province

Postal code

\$

Cheque number

Donation amount

Subscribe to newsletter

Contact person (Please print clearly.)

Tax receipts will be issued for donations of \$10 or more if information is complete and legible.

First name and last name (Please print clearly.)

Email

Telephone

Address

City Province Postal code
\$

Donation amount

Subscribe to newsletter

First name and last name (Please print clearly.)

Email

Telephone

Address

City Province Postal code
\$

Donation amount

Subscribe to newsletter

First name and last name (Please print clearly.)

Email

Telephone

Address

City Province Postal code
\$

Donation amount

Subscribe to newsletter

Invite those wishing to donate by credit card to do so via the fundraising page you created at devp.org/walk.

Complete the coupons below with the following information:

1. Your name or the name of your group/school/parish.
2. Complete the hyperlinks by adding the numbers from your personal fundraising page.

Then cut out the coupons and distribute them to people wishing to donate online.

<hr/> Name of the person or group/school/parish devp.org/walk <hr/> Link to my fundraising page <i>Thank you for sharing the journey.</i> <hr/>	<hr/> Name of the person or group/school/parish devp.org/walk <hr/> Link to my fundraising page <i>Thank you for sharing the journey.</i> <hr/>
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