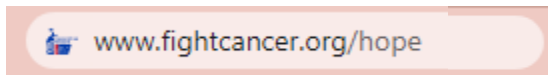


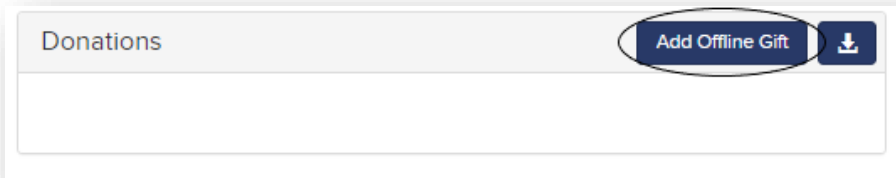


Offline gifts are considered money that is collected in person (cash/check). This money needs to be captured on personal fundraising pages. Below are instructions on how to enter offline gifts.

Log into your fundraising center at www.fightcancer.org/hope by clicking **sign in or join**



Once you are inside the fundraising center click **add offline gift** located in the donations box.



Enter the first name, last name and email of the donor. In the recognition name box enter the name of the donor how you want it to appear on your fundraising scroll on your personal page. Then write in the amount of the donation.

Enter offline gift

First Name *

Last Name *

Email

Additional gift entry fields

Recognition Name

Yes, display the amount of this gift.

Amount *

Check this box if you want the amount of the donation to appear on the fundraising scroll on your personal page.

Select the payment type of the donation. *Note, if you select credit you need to enter the credit card information and the billing address*

Payment Type

Cash
Check
Credit
Pay Later

Click **add offline gift** or **save and add another**.

Cancel **Add Offline Gift** **Save and Add Another**