



Saturday, November 17, 2018 spin4kids.com

# PLEDGE FORM

Participant Name:
Email:
Event Location:
Donor's <b>full address</b> (including postal code) is required, or tax receipts will not be issued Please <b>PRINT CLEARLY</b> Donations <b>less than \$20</b> will not be received Cheques are payable to <b>GoodLife Kids Foundation</b>
<b>Amount</b>

Donor Name (First/Last)		Email			<input type="checkbox"/> Cash <input type="checkbox"/> Cheque <input type="checkbox"/> Entered Online
Address	Apt	City	Prov..	Postal	
Donor Name (First/Last)		Email			<input type="checkbox"/> Cash <input type="checkbox"/> Cheque <input type="checkbox"/> Entered Online
Address	Apt	City	Prov.	Postal	
Donor Name (First/Last)		Email			<input type="checkbox"/> Cash <input type="checkbox"/> Cheque <input type="checkbox"/> Entered Online
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Donor Name (First/Last)		Email			<input type="checkbox"/> Cash <input type="checkbox"/> Cheque <input type="checkbox"/> Entered Online
Address	Apt	City	Prov.	Postal	

	<b>GoodLife Kids Foundation</b> 710 Proudfoot Ln, London, ON N6H 5G5 <b>Charitable Number:</b> 89126 2628 RR0001 <b>Email:</b> donations@goodlifekids.com <b>Phone:</b> 519-661-0190 ext. 6623	<b>Total collected on this sheet</b>		\$ _____
		<b>This is sheet</b>		___ of ___

**Thank you for helping get kids active!**

# How to use this form



## Please do NOT mail cash

For the security of your donations, never send cash in the mail! You can mail a personal cheque, 'Pay-In' pledges online by credit card or turn in cash and cheque donations with your completed pledge form on event day.

**\*\*if you chose to 'Pay In' pledges online, the address you used when registering MUST match the address associated with your credit card. You can update your address under 'My Profile'**

## Email is important

Ask your donors for their email address and we'll send their tax receipt electronically.

This saves GoodLife Kids Foundation thousands in postage each year. We'll only use their email for issuing a tax receipt (unless they've already subscribed to our e-news).

## Tax Receipt = \$20+ Donation & Full Address

Donations of \$20 or more will be receipted. Each donor's full name and mailing address (including postal code) must be provided in order for valid tax receipts to be issued.

## Event Day To-Do

1. Gather your cash and cheque donations – Make sure they match the total on your pledge form.
2. Review all cheques to ensure they're:
  - a) Payable to GoodLife Kids Foundation
  - b) Not post-dated
  - c) Signed
3. Highlight any donations that still have to be collected and mark donations that have been 'paid-in' online – This helps us match up information from your pledge form with your online record during data entry. (Keep a copy of your pledge form so you can track those outstanding donations as you collect them!)
4. Pack everything up (pledge form, cash, and cheques) and hand it all in at your Spin4Kids Event. (Tip: Use an envelope or plastic baggie to keep everything together.)
5. Get ready to Spin, Groove, and Move!

## After the Event

Still have cash and cheque donations to submit? There are two ways you can do this:

### Option 1 (Preferred)

- Enter and 'Pay-In' the donations online through your Fundraising Hub by logging in at [spin4kids.com](http://spin4kids.com). (See the online FAQ page for full instructions.)

### Option 2 (If you can't pay online)

- Track outstanding donations on your copied pledge form. Start a fresh pledge form for any new donations.
- Turn in funds and completed pledge forms to the Assistant General Manager at your nearest GoodLife Fitness Club. They'll ensure they arrive safely to GoodLife Kids Foundation for you.