

## Steps for Setting up a Fundraiser Page

1. Go to the following URL to get started:

<https://sna.etapestry.com/fundraiser/MontanadeLuz2/MyTrip/>

2. Click the “Register” link to start creating your user account or, if you’ve created a fundraiser page to raise funds for a service trip with us before, to log into your existing account.



3. If you’ve created a fundraiser page with us before, click “I already have an account” and provide your username and password. Otherwise, make sure the option “I need to create an account” is selected.

## Help Our Cause

[Register](#)[Find a Team/Participant](#)[Make a Donation](#)

## My User

[Login](#)

## Share



## Register

Have you registered for one of our fundraisers before? If so, we can pull up your existing information and past participation history. Login below, or select "Create a New Account" if you do not have an existing account.

 **I need to create an account** **I already have an account**

4. If creating a new account, fill out the registration form, ensuring that you complete the fields marked with red asterisks. The email address and password you provide will be needed anytime you log in. Click the Next button to continue.
5. If needed, update the fundraising goal to reflect the amount of money you actually need to raise. If desired, provide a display name for your fundraising page.

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## Register

We need some additional information from you, specific to this fundraiser. Please fill out the form below.

\* = required field

### Fundraising Goal \*

Enter your personal fundraising goal here. If creating a team, you will enter the team's goal on a different step.

### Display Name

Enter the name you would like displayed on your personal fundraising page, if it differs from your actual name. If setting up a Team, you will enter the Team's name in a later step.

6. If you are raising money as part of a team, you can join the team, so you can more easily see how your team's doing overall with raising money for your trip. If you're raising money as an individual, leave "Do Not Join a Team" selected. Click Next.

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## Share



## Register

You may participate in this event as part of a team. You can either search for an existing team or create a new one of your own.

### Team Information

- Do Not Join a Team**
- Create a New Team**
- Search For an Existing Team**

[Prev](#)[Next](#)

7. Confirm your information and click Next to complete the registration.

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[Register](#)  
[Find a Team/Participant](#)  
[Make a Donation](#)

## My User

[Login](#)

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## Register

Below is a summary of your registration. Please verify that everything is accurate and click "Next" to complete the registration.

### Your Information

**Title**

**First Name**  
Beverly

**Middle Initial**

**Last Name**  
Bain

**Email (this will be your login id)**  
[REDACTED]@gmail.com

**Security Question**  
In what city were you born?

**Security Answer**

[REDACTED]

**Address**

[REDACTED]

**City**

[REDACTED]

**State/Province**

[REDACTED]

**Postal Code**

[REDACTED]

**Country**  
US

**Phone**

[REDACTED]

### Fundraiser Information

**Fundraising Goal**  
\$1,800.00

### Team Information

**Existing Team**  
No Team Selected

[Prev](#)

[Next](#)

8. You should receive a confirmation email at the email address you provided when completing the registration. To log in and edit your page, use the Login button. Here's the default page:

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[Find a Team/Participant](#)[Make a Donation](#)

## My User

[Fundraising Center](#)[Edit My Page](#)[View My Page](#)[Edit My Profile](#)[Change My Password](#)[Emails](#)[Logout](#)

## My Team

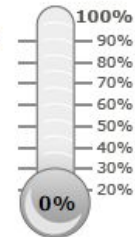
[Join a Team](#)

## Share



## Help Me Get to MdL!

Welcome to my fundraising page! Click the donate link to sponsor my efforts in meeting my fundraising goal, or click Register to create your own site and fundraise for your own trip to travel to Montaña de Luz!



**Goal \$1,800.00**

**Raised \$0.00**

[Sponsor Me](#)

## Top Donations

## Sponsors

Donor	Date	Amount	Message
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To make changes, click the Edit My Page link on the left. You can add an image, change the text that displays on your page to make it sound more like you, and format what displays in a way that will appeal to your supporters.

## Help Our Cause

[Find a Team/Participant](#)[Make a Donation](#)

## My User

[Fundraising Center](#)[Edit My Page](#)[View My Page](#)[Edit My Profile](#)[Change My Password](#)[Emails](#)[Logout](#)

## My Team

[Join a Team](#)

## Share



## Edit Your Page

### Your Image

You have not uploaded an image.

No file chosen

Please note, the image file cannot exceed 2MB or be wider than 380 pixels. If your image is wider than 380 pixels, it may take several moments to upload as the page will need to scale the image to the proper size.

### Message On Your Page

**B** *I* U | Font  Font size

Welcome to my fundraising page! Click the donate link to sponsor my efforts in meeting my fundraising goal, or click Register to create your own site and fundraise for your own trip to travel to Montaña de Luz!

To promote your page, you can send an email using the Emails link on the left, or post to Facebook or Twitter using the links under Share.

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[Find a Team/Participant](#)[Make a Donation](#)

## My User

[Fundraising Center](#)[Edit My Page](#)[View My Page](#)[Edit My Profile](#)[Change My Password](#)[Emails](#)[Logout](#)

## My Team

[Join a Team](#)

## Share



## Email

### Send an Email

To \* (limit 50 addresses, separated by semicolons)

[Address Book](#)

### Template

None Selected ▾

### Subject \*

### Email Contents \*

**B** *I* U | Font ▾ Font size ▾

The email will automatically display a link back to your page below your email contents.

[Preview](#)[Send](#)