



EMBODY YOGA REGISTRATION

REGISTER:

1. Click on the link [Justgiving.com](https://www.justgiving.com)
2. Click on the orange button **START FUNDRAISING**
3. Sign up with your Facebook, **or** create a new account Justgiving account.
4. **Optional:** Check off if you are dedicating your participation in memory or honour of someone.
5. Create your Web URL. Please make it simple and do not include any spaces.
- Ex. **JaneDoe**
6. Question: *"I'm happy for Lumenus Foundation to keep me informed, by email, about the impact of my fundraising and other ways to stay involved including future events, campaigns and appeals"*. **Check Yes.**
7. You will received an automatic email to access and edit your page.

INDIVIDUAL PAGE SET UP:

1. Choose to donate to yourself or not.
2. Top of the screen, right below the JustGiving purple logo, click on **Edit Your Page**.
3. **Page Title:** Update the Title "[Your Name] for EMBODY YOGA". **Click Save.**
4. **Fundraising Target:** continue with your individual goal of \$100. **Click save.**
5. **Page summary:** In 100 characters or less type why you fundraise for Lumenus. – Details will be in the Story section. **Click Save.**
Ex. **I am fundraising and participating** for Lumenus Foundation because **increase access to mental health matters.**
Ex. **Raising funds for** Lumenus Foundation because **access to mental health matters.**
Ex. **Support mental health** for Lumenus Foundation **because access to care matters.**
6. **Other Participants:** Optional, anyone else involved enter their names here. This is not where you form a team*. You can identify who else is helping your page. **Click Save.**
7. **You Story:** A default story is available for you use, however, it is ideal to explain why you are supporting Lumenus through the EMBODY YOGA event. **Click Save.**
8. Do not click on **Media Tab**.
9. **Donation Tab:** Here is where you can add and upload any offline donations towards EMBODY YOGA. Be sure to notify Maryama at fundraising@lumenus.ca about your offline gifts.
10. **Settings Tab:** Here is where you can customize your automatic Thank You message to your donors. You will receive automatic emails for new donations.
11. Click **View Tab** and you will return to your fundraising page.





TEAM PAGE SET UP:

Once you complete your individual team page, you have the ability to create a team.

EITHER:

- 1.1 Go to Edit Your Page → Settings Tab
- 1.2 On your fundraising page, click **Create a Team**.
2. Choose a **Team Name**.
3. **Your fundraising**: click continue again
4. **Team Story**: Add your team story here. Use the default story to your advantage.
5. **Team Settings**: Teams of **8 are to raise a minimum of \$1000**. Set a target for each member of the team, their goal is to raise their share of the team goal.
6. **Team Page link**: Choose your team name, but exclude spaces. The shorter the better. Ex. **LumenusGiants**
7. Invite team members to create their own fundraising page. They are automatically linked to the team page.

If you require any assistance registering as an individual or forming a team, please contact Maryama Ali at fundraising@lumenus.ca or call 416 592 0337

