



### Setting up your Justgiving page:

- Go to: [www.justgiving.com/tibetrelief/raisemoney/](http://www.justgiving.com/tibetrelief/raisemoney/) and click 'Make Your Page'
- Fill in your details and click 'Create Account'
- Once this is done you'll reach the 'Let us know what you're doing' page. Please pick the one which feels most relevant to your fundraising.
- You will be asked to choose your Justgiving web address. It will offer you a suggested web address based on your name, or you can type in your own (eg. [www.justgiving.com/yourname](http://www.justgiving.com/yourname)). Ensure you select the option 'My charity is not contributing' and then hit the 'continue' button.
- You will then be taken to your new page! You can edit each section, upload a photo of yourself, share your own story of why you want to fundraise for Tibet Relief Fund, put in a page title and fundraising target (you can start this at £100 – and change it if you reach that amount... or think big!). Click 'continue' and you're nearly there...
- Lastly, choose your page theme colour. Hit 'save and continue'
- Your page is now live, but you can continue to edit it/change bits and pieces as you wish.
- Once you are happy with it, simply email your new page address to your friends and family and ask them to sponsor you or donate. If you have a Facebook or Twitter account, this can be a great way to get the word out. If you're undertaking a sponsored challenge, we can also promote your Justgiving page online and in our newsletter.

### Setting up a Justgiving text code for Tibet Relief Fund:

You can now get people to sponsor you by text, through your Justgiving page! It takes 2 minutes to set up a text code unique for your page, and is free and easy for them to text. Your friends can sponsor you £1, £2, £3, £4, £5 or £10 by text – they don't get charged for texting (just the cost of their donation comes off their next phone bill/ pay as you go amount); and Tibet Relief Fund don't get charged for people using this service – we receive 100% of the donation.

To set up your own text code to give to family and friends, just follow the instructions below::

- Go to [www.justgiving.com](http://www.justgiving.com)
- Click on **Your account** and under **Personal account** log in with your email and password
- Click on **Your pages**
- Click on the title of the page that you want to get a text code for
- Under **Share your page** click on **JustTextGiving by Vodafone Ask you friends for text donations**

Once someone sees your code all they have to do is text your code along with your donation amount to 70070. (example: your code is *CHAR17* and someone wants to donate £10. To make the donation they'd send the text *CHAR17 £10* to the number *70070*). This amount will then be charged to their phone bill as usual (or deducted from their pay as you go credit).

- Minimum donation is £1; maximum amount per donation is £10.
- Donations of the following amounts only: £1, £2, £3, £4, £5, and £10.
- An individual can give a maximum of £30 per month by text (e.g. three text donations of £10 each)
- If they'd like to claim Gift Aid to maximize their donation they just follow the instructions in the reply text from Justgiving.

**If you have any problems or queries about the process, just give us a call on 020 7272 1414 and we'll guide you through it.**