

Together as one

we walk to stop Crohn's and colitis.

Offline Donation Guide

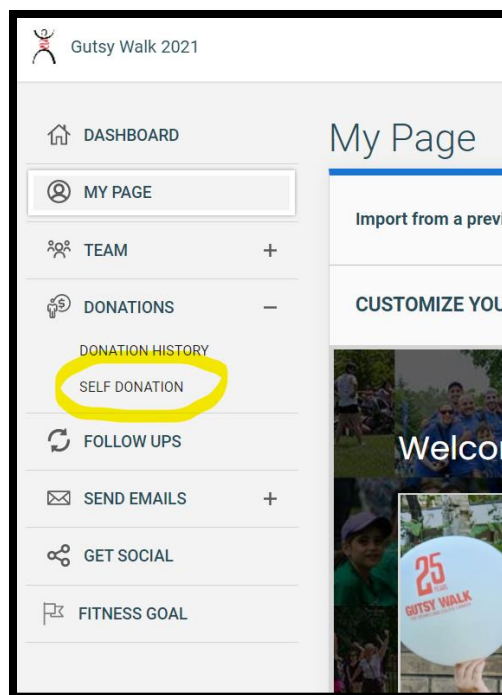
The option to log offline donations through the participant center is currently unavailable. If you would like your offline donation recorded in your participant center before the payment is submitted to Crohn's and Colitis Canada, please contact the Gutsy Walk Team at gutsywalk@crohnsandcolitis.ca.

In the interim, here are other ways to submit your offline donations:

Cash Donations Only

Please note: if you wish to write a cheque to cover all cash donations, see below for the "Cash and Cheques" option.

1. If you aren't registered online, sign up at www.gutsywalk.ca (it's free) and choose the community you would like to support.
2. In order to pay for your offline pledges by Credit Card or Debit, you'll need to login to your participant center. Once you login to your account, you will see the side bar below. Click on "Self Donation".

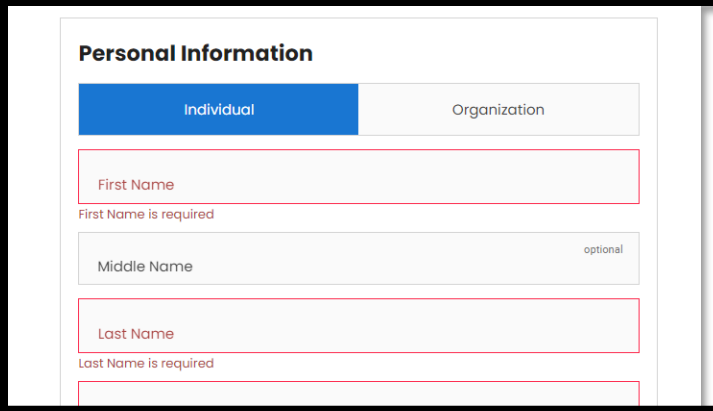


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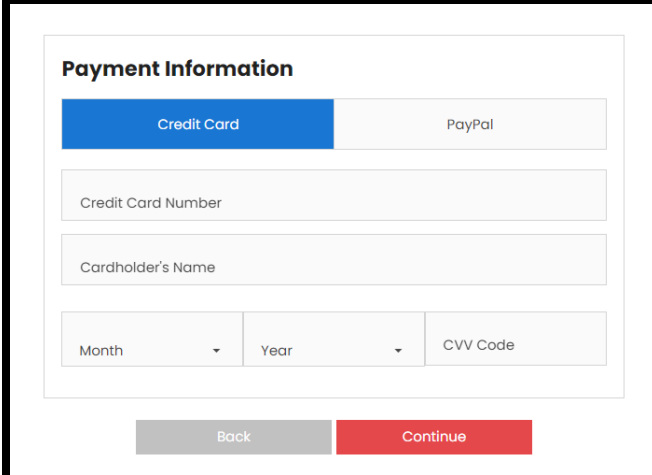
3. Fill out your donor's information*. Their full address is needed to issue a tax receipt. If you don't have their email address, you can provide our email address gutsywalk@crohnsandcolitis.ca and we can mail the tax receipt to the donor instead.

**If you are paying for an amount that was raised through a fundraiser and your donors do not need a tax receipt, please contact the Gutsy Walk Team at gutsywalk@crohnsandcolitis.ca instead of submitting this payment online.*



The screenshot shows a form titled "Personal Information". At the top, there are two tabs: "Individual" (selected) and "Organization". Below the tabs are three input fields: "First Name" (with a red border and the text "First Name is required" below it), "Middle Name" (with a red border and the text "optional" to its right), and "Last Name" (with a red border and the text "Last Name is required" below it). There is also an empty input field at the bottom of the form.

4. To pay by Credit Card, fill out the form below and click on "Continue".

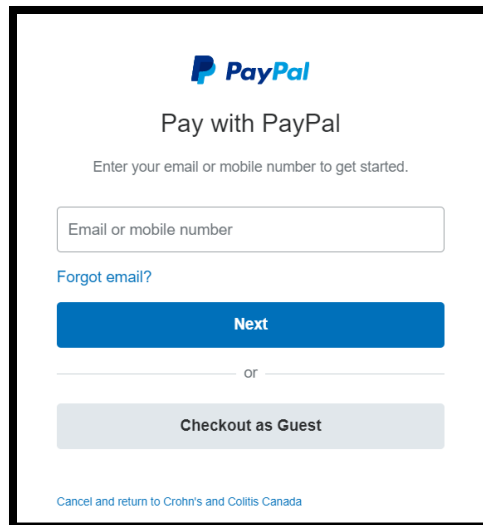


The screenshot shows a form titled "Payment Information". At the top, there are two tabs: "Credit Card" (selected) and "PayPal". Below the tabs are three input fields: "Credit Card Number", "Cardholder's Name", and "CVV Code". The "CVV Code" field is split into "Month" and "Year" dropdown menus. At the bottom of the form, there are two buttons: "Back" (grey) and "Continue" (red).

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- To pay by PayPal or Debit, click on "PayPal". You will be redirected to PayPal's website where you will follow the prompts provided.



PayPal

Pay with PayPal

Enter your email or mobile number to get started.

[Forgot email?](#)

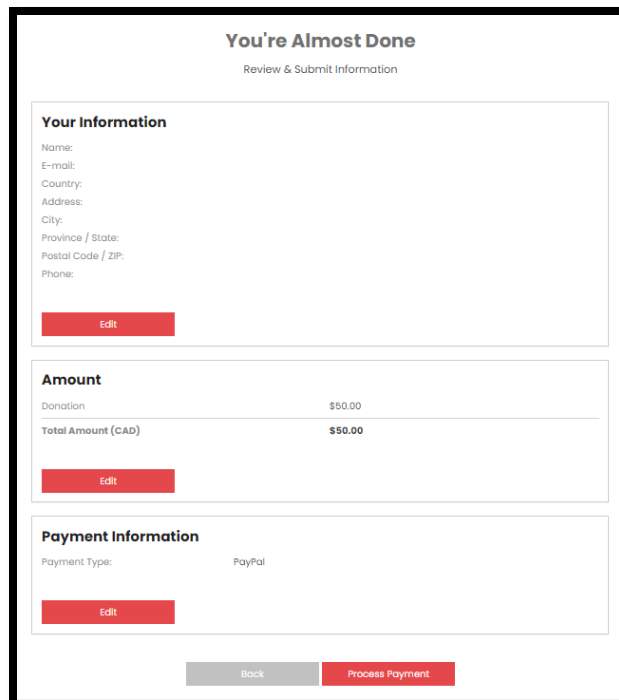
Next

or

Checkout as Guest

[Cancel and return to Crohn's and Colitis Canada](#)

- Once you fill out your payment information, you can review the information one last time before you submit.



You're Almost Done

Review & Submit Information

Your Information

Name:
E-mail:
Country:
Address:
City:
Province / State:
Postal Code / ZIP:
Phone:

Edit

Amount

Donation	\$50.00
Total Amount (CAD)	\$50.00

Edit

Payment Information

Payment Type: PayPal

Edit

Back **Process Payment**

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7. Donations recorded this way do not require a pledge form to be submitted - your profile and community will be credited automatically.
8. All donations must be received by June 28th to count towards this year's Gutsy Walk total! If you think yours might be late, please contact your Local Staff Partner or National Office at gutsywalk@crohnsandcolitis.ca.

Cash and Cheque Donations

1. [Download](#) and complete a pledge form. Here you'll record your contact information, which walk you are virtually attending, and the contact information and amount of all cash or cheque donations you receive.
2. Pledge form totals must match cash and cheque totals.
3. Remember to include a full mailing address for each donor, even for emailed tax receipts, as this information is required before a tax receipt can be issued. If the money is anonymous (i.e. silver collection), write "Anonymous" in the name box and then the amount at the far right.
4. Do not send cash in the mail. Total up all cash donations and either write a personal cheque or purchase a money order (either payable to Crohn's and Colitis Canada) for the amount of cash.
5. If writing a cheque, deposit the cash to cover the value of the cheque.
6. Any fees for money orders will need to be paid for by the participant.
7. Make a copy or take a photo of your pledge form and all cheques in case any mail gets lost. Mail the original pledge form and cheques/money orders to our National Office at: **Crohn's and Colitis Canada Attention: GW Team, #600-60 St. Clair Ave E, Toronto, ON M4T 1N5**. You may wish to ensure there is a tracking number on your package so you know when it is delivered.
8. Once the payment is received, it will be recorded under the corresponding participant's account.
9. All donations must be received by June 28th to count towards this year's Gutsy Walk total! If you think yours might be late, please contact your [Local Office](#) or our National Office at gutsywalk@crohnsandcolitis.ca.

For any questions or concerns, please feel free to contact the Gutsy Walk Team at gutsywalk@crohnsandcolitis.ca or your Local Office. Their contact information can be found on your local walk page.

Thank you so much for your support.