

Anything for Alzheimer's Social with a Purpose How to Register

Alzheimer Society

How to Register to Host

To set up an event page for your society or to register a host visit the Anything for Alzheimer's website:
https://on.alz.to/site/TR/ASiO_DIY_TR/ASiO_DIY_TR?pg=entry&fr_id=1130

Click the icon that best suits the event type.



The event can be set up for an individual or team fundraising event. Choose the one that best fits your need; these options are available for each category of event/ icons on the main page.

Personal fundraising event This would be best for an individual fundraising page or a single fundraising event. This allows donors to support one individual's fundraiser or one event.

Team fundraising event This is best for an event with multiple fundraisers participating, such as a walk, bike ride, game, or corporate staff competition.

Celebrate



Celebrate a special occasion by supporting the Alzheimer Society. Your wedding, birthday, graduation or anniversary will be even more special when you raise funds to improve the quality of life for people living with Alzheimer's disease and other dementias.

[Create a personal fundraising event now](#)

Celebrating your event with friends, family or a group of people? Create a team fundraising page:

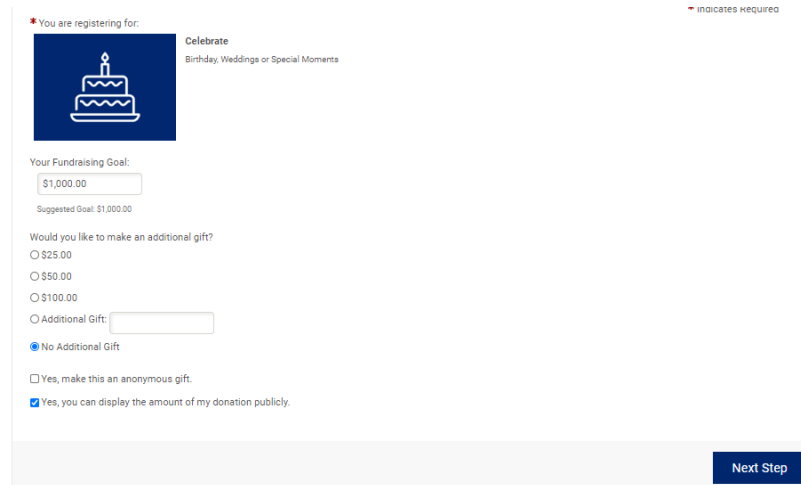
[Join a team fundraising event now](#)

[Create a team fundraising event now](#)

Alzheimer Society

The system will take the host along a step by step process to set up the event and all details needed.

This includes setting the event fundraising goal, naming the event, making an optional initial donation to kick off fundraising.



* You are registering for: - indicates required

Celebrate
Birthday, Weddings or Special Moments

Your Fundraising Goal:

Suggested Goal: \$1,000.00

Would you like to make an additional gift?

\$25.00
 \$50.00
 \$100.00

 No Additional Gift

Yes, make this an anonymous gift.
 Yes, you can display the amount of my donation publicly.

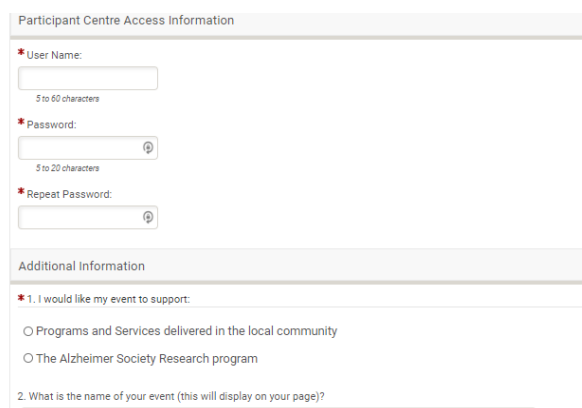
Next Step

Username & Password

The host will need to provide all contact information and create an account username and password. If setting up an event for someone, you can use their e-mail address, and they will receive the confirmation of the registration and all notifications of donations made. Share the username and password you create for the host so they can log in.

Designation of Funds

When someone registers for an event, they have the option of choosing to support "Programs and Services in their community" or "Research." Events registered to support research will stay with ASO. Any events for programs and services will be sent to the local Alzheimer's Society based on the postal code and community that host lives in which they also identify when setting up.



Participant Centre Access Information

* User Name:

5 to 60 characters

* Password:

5 to 20 characters

* Repeat Password:

Additional Information

* 1. I would like my event to support:

Programs and Services delivered in the local community
 The Alzheimer Society Research program

2. What is the name of your event (this will display on your page)?

Liability Wavier

If setting up an event for someone, you can send them the editable PDF over e-mail for them to sign. It can be downloaded on connexion here. (link coming soon)

WAIVER

Please read and accept the below waiver to continue with your registration.

The Alzheimer Societies in Ontario are grateful to all those businesses, organizations and/or individuals who seek to conduct a third party event in support of our mission.

Protecting the Society's hard earned reputation by being associated with quality third party events is more important than the incremental funds raised by those events. With this in mind, the undersigned agrees to the following when conducting third party events to benefit the Alzheimer Society.

1. The business/organization/individual will not open any bank accounts using the Society's name or Taxpayer Identification Number (TIN). Any cheque donations listing the Society as "Payee" will be forwarded to the Society for deposit in a Society bank account.
2. Only donations made directly to the Society are tax deductible (to the extent permitted by law).
3. Due to limited personnel resources, the Society cannot provide staff support to third party events.
4. The business/organization/individual agrees to minimize expenses related to the third party event.
5. The business/organization/individual agrees to an "open book" policy, and to provide an event plan and budget, if requested.

* 5. Please read and accept the waiver to continue.

I understand and agree to the terms and conditions outlined in the waiver.

Participant Centre

Once you have registered as the host of the event and set up the fundraiser goal and name, you can add all the details to the fundraising page and by logging into the TeamRaiser Participant Centre. The Participant Centre gives you seven options of things you can do to get the most value from the platform. On this page, by clicking the sections on the left, you can: edit event page content, add a photo, import your contact list, send thank you e-mails to donors, see recent activity on your page.

The screenshot shows the TeamRaiser Participant Centre interface. At the top, there are navigation tabs for 'Home', 'Email', and 'Profile'. Below this is a 'What to do next?' section with a list of tasks, each with a status icon (checkmark or clock) and a brief description. To the right, there is a 'Share' section with social media icons for LinkedIn, Facebook, and Twitter. Below that is a 'Recent Activity' section showing a list of events with dates and descriptions. At the bottom, there is a 'Contacts' section with a button for 'All Contacts' and a list of contacts.

Alzheimer Society

Donations & Fees

Each month ASO will e-mail your society a list of receipted donors and a breakdown of the donations and fees from funds raised from your events. ASO will flow the funds to your society by EFT. (if your society is a part of the engine, we will automatically import the donors into Raisers Edge for you as well).

Anything for Alz Fees (Luminate/TeamRaiser)

- 3.5% team raiser, this has HST, so the actual expense works out to be 3.6379%
- 2.598% transaction processing fee, plus \$0.26 Per transaction
- **Example:** 1 Donation of \$25.75 = a flow of \$23.88
- **Fees = \$1.87**

The donors of events for your society are excluded from all ASO communications and added to a suppression list. There is no contact between ASO and those donors outside of the tax receipt being automatically sent or providing platform support.

Anything for Alzheimer's Support

ASO is here to support the platform and all that use it; this includes hosts, donors, and local societies. If you have trouble editing page content, image resizing or other issues, you can submit a ticket to fdmarcomsupport@alzon.ca, and our team will work with you to resolve these issues.

Hosts or donors needing support can contact Anything4Alz@alzon.ca for assistance.

ASO Will

- Send local societies notification of events supporting your society
- Receipt all donations
- Refund and issue duplicate tax receipts if needed
- Troubleshoot issues for hosts event pages
- Send local societies a list of donors and flow funds raised by EFT payment

ASO Will Not

- Solicit or contact hosts or donors supporting events for programs and services
- Build event pages for local societies
- Edit receipt or e-mail templates

Alzheimer Society

Other Events for your Society

If you have other events you would like to have setup in LO, send an email to fdmarcomsupport@alzon.ca with all the details about your event and we can discuss and see how we can set it up in LO for you.

All copy and graphics for events would need to be provided and we would need at least four weeks notice as well as content provided to setup an event.

If you need any graphics created for the event you would need to send a separate email to fdmarcomsupport@alzon.ca so one of our designers can create those for you. This should be sent in at least five weeks prior to the launch date of your event (so the graphics are ready for the LO setup).