

# NORTH STATE GIVING TUESDAY

Powered by the Community Foundation of the North State

## Follow These Step-by-Step Instructions to Make a Donation!

### Important Dates

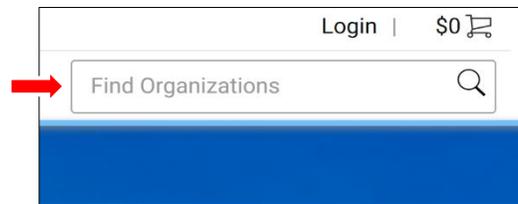
Early Giving November 16<sup>th</sup> through 29<sup>th</sup>

Day-of Giving November 30<sup>th</sup> from 6am to 8pm

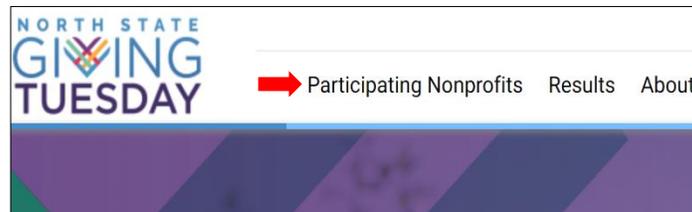
## STEP ONE: Find your favorite Participating Nonprofits

Go to [www.northstategives.org](http://www.northstategives.org) and search for Participating Nonprofits in three ways:

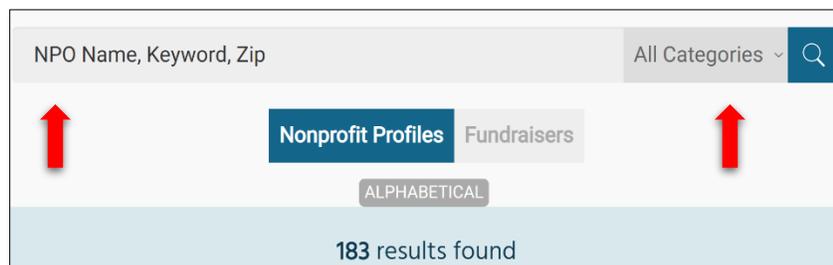
- If you're looking for a particular organization, you can enter the name in the **Search Box** in the upper right corner.



- To see all the Participating Nonprofits in alphabetical order, you can choose **Participating Nonprofits** on the top left.



- Once on the page listing all Participating Nonprofits you can search and filter various ways:
  - Search by **NPO Name, Keyword, Zip**
  - Filter by specific service **Categories**



- Click on the word **ALPHABETICAL** or **RANDOMIZE** to toggle the list of Participating Nonprofits back and forth between these two view options.

## STEP TWO: Select Participating Nonprofits and GIVE

Once you locate your desired Participating Nonprofit, click GIVE.



You will be directed to the donation form.

- Select your **Donation Amount** by clicking on one of the **default options** or selecting **Other Amount** to enter the exact amount you want to give into the **Amount Box**.

- Complete the Details section by answering the listed questions. You can also include any Notes about your gift. (In honor of, in memory of, group donation reference, etc.). Then click the blue **Add To Cart** button.

- You will be directed to your Shopping Cart to review a summary of your selected donation(s).
  - If you'd like to make additional donations to other Participating Nonprofits click on **View Additional Nonprofits** and repeat step one above as many times as you would like!
  - If you're ready to Pay, continue to Step Three below!

1. Cart

Today's Donations

Neon Giving Days Test Org	\$10.58		
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Today's Donation Total \$10.58

Want to contribute to ALL of the nonprofits participating in North State Giving Tuesday? Join the \$62,500 generously provided by the Knodel Family Endowment Fund to increase the amount of prorated incentive dollars each nonprofit receives!

\$10.00
\$20.00
\$25.00
\$50.00
\$100.00

Other Amount

Continue
View Additional Nonprofits

## STEP THREE: Payment process

When you're ready to pay, navigate to your **Shopping Cart** by clicking the **Cart Icon** in the top right of the screen. *If you are already in your shopping cart just click the green Continue button!*



- Be sure to **review your listed donations for accuracy**. You can still make edits to your selected donations at this stage!
- Click the **Pencil** icon to edit and the **X** icon to remove the donation completely.
- Click the green **Continue Button** when you're ready to move on to payment.

1. Cart

Today's Donations

Community Foundation of the North State	\$10.58		
Friends of the Siskiyou County Museum	\$10.58		
State Theatre for the Arts (Tehama County)	\$10.58		

Today's Donation Total \$31.74

One last thing! Support North State Giving Tuesday by adding an optional contribution of any amount below to the North State Giving Tuesday Fund at the Community Foundation of the North State, and help support this community-wide movement! To skip this opportunity and complete your donation(s), click "Continue" below.

\$1.00
\$5.00
\$10.00
\$20.00

Other Amount

Continue
View Additional Nonprofits

You can create a **new Donor Account** in the next section or use your Donor Account from 2020 if you created one last year. Alternatively, you can checkout as a guest by clicking on the **Continue as Guest** button.

✓ Cart

2. Login

Don't have an account yet? [Create an Account](#)

Email  Password

[Forgot Password?](#)

3. Billing & Payment

OPTIONAL: Create a new donor account by clicking here

Don't have an account or don't want to create one? Checkout as a guest!

You can pay for your donations one of two ways: Credit/Debit Card or Bank Account

- To pay with a credit or debit card click the radio button next to the word **Credit Card** and complete the form as required.
- To Pay with a bank account click the radio button next to the word **Bank Account** and complete the form as required.

3. Billing & Payment

Credit Card  Bank Account

**Payment Information**

\* Card Number

\* Expiration Date  \* CVC

\* Billing First Name  \* Billing Last Name

Use my billing first and last name for recognition.

Recognize my donation as from: *(if different from your billing information, e.g. Mr. and Mrs. Smith)*

3. Billing & Payment

Credit Card  Bank Account

**Payment Information**

\* Account Type

\* Account Holder Name

\* Routing Number

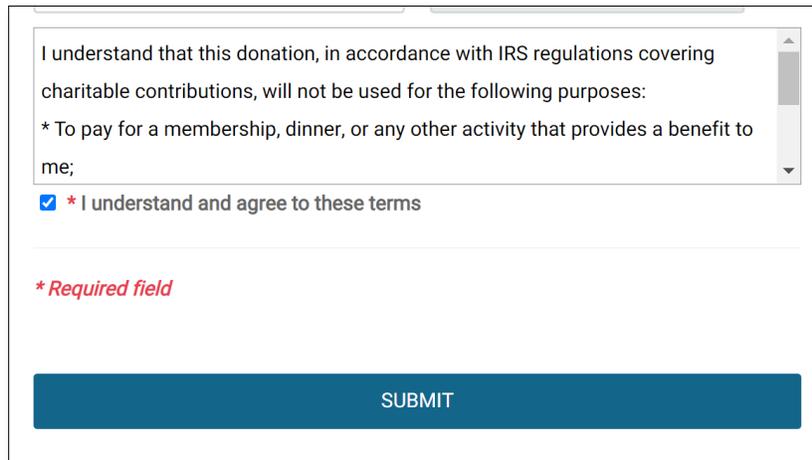
\* Account Number

\* Confirm Account Number

[Where do I find this?](#)

After entering your payment details the form will prompt you to enter billing details. Be sure the address you use matches the form of payment you've selected. Required details will be marked by a **Red Asterisks (\*)**.

At the end of the form please review the **Terms of Agreement**, click to confirm that you agree and then click the **Submit** button.



I understand that this donation, in accordance with IRS regulations covering charitable contributions, will not be used for the following purposes:

- \* To pay for a membership, dinner, or any other activity that provides a benefit to me;

\* I understand and agree to these terms

*\* Required field*

SUBMIT

## STEP FOUR: Receive the donation receipt and you're DONE!

Check your email for a donation receipt! This email will act as your tax deduction verification – save it in a safe place. If you can't find your donation receipt email please try the following steps.

- Make sure you're checking the correct email inbox. The email address you used during the checkout process is the address that will receive the email!
- Check your junk mail- depending on your email server it can sometimes be filtered as spam mail. The sender address will be: **noreply@northstategives.org**
- Request that the donation receipt email be re-sent! Go to the main page at [www.northstategives.org](http://www.northstategives.org) and scroll down until you see the "**Resend Your North State Giving Tuesday Receipt(s)**" section. Complete the fields and click on the **Get Receipts** button.



**Resend Your North State Giving Tuesday Receipt(s)**

Enter the email address you used at checkout to regenerate your donation receipt(s).

Email Address  2021

**THANK YOU for your generous support of our communities!**