

6/25/2009



THE FAMILY
YMCA

ONLINE DONATIONS USER GUIDE:
[HTTP://LAYMCA.ORG](http://LAYMCA.ORG)

The Family YMCA, 1450 Iris Street, Los Alamos, NM 87544

Welcome to The Family YMCA's Online Donations!

If you are new to Online Donations, please read the following instructions before you start the donation process.

Sign In and customize your donation:

- a) If you have already setup your Online Registration account, sign in with your email and password.

- i) Click:



- ii) Complete the sign in process and proceed with "Donation Details".

Sign-In

Please enter your email address & password

* E-mail Address: [Continue without signing in](#)

* Password: [I forgot my password](#)

[Back](#) [Continue](#)

- b) If you don't have an Online Registration account, you can proceed with your donation and an account will be automatically created for you.

- i) Fill out the forms and click "Continue":

Donation Details [SIGN IN](#)

Campaign: 2009 Annual Campaign

Please select your payment options...

* I will donate: \$ 1,000.00

* I will make this gift:

once

weekly for week(s)

monthly for month(s)

TOTAL DONATION: \$1,000.00

* I will pay by: New Credit Card

* Name on Card: Mr. Smith

* Card Type: MasterCard

* Card Number: 1234567891234567

* Expiration Date: 09-September / 2014

* Security Code: 111

Billing Address

* Address Line 1: 1450 Iris Street

Address Line 2:

* City: Los Alamos

* State: New Mexico

* ZIP Code: 87544

Please help us apply your gift...

Do you want your donation be affiliated with a specific Campaigner?
 YMCA .

Would you like to make your gift in honor or in memory of someone?
 In Honor Of Mrs. Smith

ii) Fill out your email, name and address:

Donor Details



Campaign: 2009 Annual Campaign
 Campaigner: YMCA .

Please tell us about yourself...

* Email Address: mr.smith@no.mail.com

Salutation: Mr. [Full Name]

* First Name: Mr.

* Last Name: Smith

* Phone Number: (505) 555-5555

* Mailing Address: 1450 Iris Street

* City: Los Alamos

* State: New Mexico

* ZIP Code: 87544

[At this point the system will perform a duplicate member check. If you have been a member with us or participated in our programs, it will find your details in our database.]

Donor Details



Campaign: 2009 Annual Campaign
 Campaigner: YMCA .

The following people already exist in our records.

	NAME	PHONE NUMBER	BIRTH DATE
This is me!>>	Smith, Mr.	(505) ----	----

[You will see a list of names and details that are possible duplicates. Click on "This is me!>>" next to the line with your details. The system will send you to the login screen. You must have an Online Registration account to continue. If you can't find your details, you can continue with the process by clicking "I'm not any of these people!"]

[Click here to find out how to create an Online Registration account.](#)

iii) Review your donation and complete the process:


Welcome, **Mr. Smith**

Review Donation

Please review the details of your donation...

Donation Amount: \$1000.00

Donor: **Mr. Smith**

My employer matches gifts 

* Employer Name:

* Employer Phone Number: ()

Payment Method: VISA XXXX-XXXX-XXXX-XXXX

Donation Date: 6/25/2009


Branch: Family YMCA

Campaign: 2009 Annual Campaign

Campaigner: YMCA .

Memorial/Honorarium: "In Honor Of Mrs. Smith"

How would you like to be recognized for this gift?



Make this donation anonymously

[Back](#) [Cancel](#) [Make This Donation](#)

[This is the final screen from the Online Donations process. If your employer matches gifts, please let us know. Check your email for a receipt from us.]