

Turning in Donations? What to bring

Participants turning in money the day of the event **MUST** print their **Participant Donation Form** from marchforbabies.org and bring it with them to registration. You can find this form on your personal fundraising dashboard by clicking the **My Donations** tab and then pressing the **Print Form** button.

If you are a Team Captain, please collect the Participant Donation Form from each team member as they turn in money to you. This helps ensure that participants receive the proper recognition for their fundraising efforts.

Please note that if participants are turning in donations and do not print their Personal Fundraising Donation Forms from marchforbabies.org, they will need to complete a paper **Participant/Donation Form** at registration.

Guidelines for Turning in Donations

Every donation turned in **MUST** have either an accompanying **Participant Donation Form** printed from marchforbabies.org or a paper **Participant Registration/Donation Form** which can be completed at registration.

- Donations turned in should be secured to or put in an envelope with the corresponding Personal Fundraising Donation Form or paper Participant/Donation Form.
- If you are a Team Captain...
 - Ensure **EVERY** team member turning in donations has printed their Participant Donation Form or completed a paper Participant Registration/Donation Form.
 - Secure cash/check donations team members are turning in to their Personal Fundraising Donation Form or Participant/Donation Form. You can also put their form and any donations into an envelope (one envelope per participant).
 - **DO NOT** combine cash/check donations from multiple participants when turning money in. All donations must be linked to a Personal Fundraising Donation Form or paper Participant/Donation Form.
 - Bulk coins (anything over \$5.00) **SHOULD** be converted to cash/check as often as possible. We will need to convert coins to cash at Coin Star and unfortunately they will take a portion of the proceeds.
 - Make checks payable to **March of Dimes**.
 - Checks or money orders are **PREFERRED**.