

# MAXIMIZE YOUR FUNDRAISING

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LOOKING TO CAPTURE MORE DONATIONS?  
REACH OUT TO PAST DONORS!

STEP 1 - LOGIN TO YOUR PERSONAL FUNDRAISING PAGE

STEP 2 - ON TOP LEFT, CLICK ON MESSAGES

STEP 3 - DROP DOWN CLICK ON COMPOSE A MESSAGE

STEP 4 - SCROLL DOWN TO #2 - SELECT CONTACTS

STEP 5 - DROP DOWN CLICK ON CONTACTS WHO HAVE  
DONATED TO YOU IN PAST EVENTS

STEP 6 - CLICK ON ADD CONTACTS / THEY WILL AUTO LOAD

FEEL FREE TO EDIT THE  
SUBJECT LINE AND BODY OF EMAIL.