

# Step 1

## Register Your Company

First, decide on who you want to include on your team and the boss to be nominated, then create a company team by clicking 'Sign Up.' Begin building your Personal Fundraising Page. This will be the page you share with your friends and family for supporting your personal participation in the campaign. Make sure to include an eye-catching image and a fundraising story to help inspire donors. Next, create your Team Page. We recommend including your business name and logo on your Team Page. This will make it easier for donors to find your page.



You can get fundraising tips using the 'How to Get Started' packet under the 'Tips & Tools' section once your profile is created

# Step 2

## Invite Your Teammates

Begin inviting your teammates by sharing your page! Additionally, your boss and co-workers can join your company team by clicking 'Join a Team' under the 'Sign Up' tab. Encourage your teammates to make their profiles stand out by adding pictures and a personal story. This will help make your fundraiser a success and get you one step closer to watching your boss get tossed!

# Step 3

## Start Fundraising

There are so many great ways to begin fundraising. Share your profile on social media, ask your friends and family to contribute, or ask for a donation in lieu of a gift. You can even host mini-challenges when you reach donation milestones, such as posting a funny video or dying your hair a fun colour when you reach a certain goal. Share a video that explains why the cause is important to you or include the link to your donation page in your email signature. Any of these will help your team reach its fundraising goal. Remember, prizes will be awarded for top fundraisers so don't stop at \$500!

## Grand Prizes

The Top Fundraiser will receive a mountain bike donated from Westshore Bikes!  
&  
The Top Fundraising Team will be awarded a Day at WildPlay!

# Step 4

## TOSS THE BOSS!

