Variety Resurrection Run Fundraising Platform User Guide

What is it?

This brand new fundraising platform is with our entrants from day one of your Variety Resurrection Run journey. The new platform will be where you now register your entry, pay your event entry donation and set up your fundraising page all in one place.

There are many new features in this new system including:-

- 🎔 Send messages and thanks to supporters
- Share your page to Facebook and other social media sites
- igoplus Send emails to potential supporters (with pre-written templates) directly from the platform

Download all you need to get ready for the start line including:-

- Fundraising guides
- Vehicle guide
- Event brochure
- Templates and letters to send to sponsors
- Social media posts to share and more
- Accommodation list
- Conditions of entry

igoplus See how you are tracking compared to other entrants via our leaderboard



How to sign up for the Variety Resurrection Run and kick off your fundraising page!

You can contact the Motoring Events Team on <u>motoringevents@varietynsw.org.au</u> if you require any assistance setting up your page, need a car number or using some of the great new features available.

Team Captains please follow steps 1 - 8. Crew please skip to page 13 and follow steps 8-12

Step 1)

Jump online, open your web browser, go to <u>https://fundraise.varietynswact.org.au/event/2020resrun/home</u> and select the REGISTER CAPTAIN registration button (circled below).



The Variety Resurrection Run will explore the rural areas of our vast state, travelling to places that are not your normal tourist hotspots. You may know the major towns we will be travelling through - you won't necessarily know how you're going to get there.

The Variety Resurrection Run is not a race or a rally or a contest of speed of any kind, it is simply fun!

We care about our entrants, so we travel with volunteer mechanics and medical teams to keep you and your car safe plus a photographer and videographer to capture all the best moments.



We are here to help!

If you have any questions about the event or fundraising reach out to our Motoring Events team.

Email: motoringevents@varietynsw.org.au



Vic Sheil & Janet Kilazoglou 02 4965 4911 Stuart Telfer & Sally Ross 02 9819 1000



Step 2)

There are two ways to pay your entry donation amount - offline via direct debit, cheque or via your fundraising page, or by credit card/PayPal. Please select your preferred method to proceed.



If you have any questions about the event or fundraising reach out to our Motoring Events team.



Step 3)

Enter your details in the form displayed on screen.



YOUR DETAILS	YOUR ENTRY	TERMS	CREATE YOUR PAGE	PAYMENT OF ENTRY DONATION

Create Account	Already have an Account

Person	al Details
First Name *	Last Name *
Alternate display name	Email Address *
Use a name other than your first and last names	alys.holz@varietynsw.org.au
Password *	Phone *



Step 4)

Tell us about yourself, your crew and your vehicle.

If you do not already have a Car Number please email the office <u>motoringevents@varietynsw.org.au</u>.

There are different questions depending on whether you are new to Variety Motoring Events or joining us again.

It all starts here! If you don't y motoringevents@varietynsw.	vet know your Car Number please email the offic org.au before continuing.	e on
Car Number *	Please reconfirm if you're Captain o	r Crew?
	- choose option -	
How did you hear about Variety F	Resurrection Run? *	
How did you hear about Variety F - choose option -	Resurrection Run? *	Ť
How did you hear about Variety F - choose option - Will this be your first Variety mot	Resurrection Run? * toring event? *	Ŧ
How did you hear about Variety F - choose option - Will this be your first Variety mot O Yes	Resurrection Run? * toring event? *	



Your Contact Details

Do you authorise Variety to provide your contact details to other Resurrection Run participants?

⊖ Yes

*

O No

Do you authorise Variety to provide your contact details to the media? *

○ Yes

O No

Medical Information

To assist medical personnel while on the event, please provide any relevant medical information we should be aware of. All information provided will remain confidential.

Do you have any significant medical history? (If yes provide details, or if no write Nil) *

Do you currently take any prescribed medication? (If yes provide details, or if not write Nil) *

Do you have any major allergies? (If yes provide details, or if not write Nil) *

GP or Medical Centre name *

GP or Medical Centre phone number *



Tell us about the vehicle you will be bringing on Variety Resurrection Run

Number of people in your vehicle (including yourself) *

23

04

Vehicle Registration *

Vehicle Make and Model *

Vehicle Year of Manufacture *

Vehicle theme

Emergency contact details (a person not going on the Variety Resurrection Run)

First name *	Last name *	
Phone number *	Relationship to you *	
	- choose option -	*





Step 5)

Accept the code of conduct and temporary mechanical repairs.

Code of Conduct

By participating in the 2020 Variety Resurrection Run, I acknowledge I am a representative of Variety and I agree to:

Act honestly and in good faith at all times in the interests of Variety and its stakeholders

• Behave in a lawful manner complying with all State, Territory and Australian Law.

 Ensure I do not drive under the influence of alcohol (in excess of the legal Blood Alcohol Limit) or any drugs.

• I agree to advise my team members of any pre-existing medical conditions prior to the event in order for them to inform medical assistance should it be required.

· Conduct myself in an environment free from discrimination and harassment.

Avoid conflicts of interests.

• Treat all Entrants, Officials and Staff Members with dignity, trust and respect.

Recognise that it is solely the role of the Regional Motoring Event Manager to instruct Entrants.

 Refrain from entering into any discussion or correspondence that could be construed as derogatory or libellous towards Variety, Entrants, Officials and Staff Members.

Enthusiastically support Variety aims, objectives and vision, and ensure at all times that my conduct will not negatively impact or denigrate Variety.

Be courteous to other road users as the event puts Variety under the scrutiny of local authorities and residents.

Drive to the road conditions at hand, I am aware that road conditions can change quickly.

Notify an official should I leave the event for any reason. If I cannot find one, I will
call one as soon as I have phone service (phone contacts in my Entrants Bible.) I am
aware that Variety will go looking for us if not notified and if outside help is employed
to do this I will be liable for any charges if this proved to be a false alarm.

Not upload any images of incidents or inappropriate behaviour to Social Media sites as these could be detrimental to the event.

Abide by any decisions made by the Regional Motoring Events Manager regarding unacceptable behaviour by any participant and subsequent request to leave the event.

I agree to the Code of Conduct



Temporary Mechanical Repairs

I acknowledge that temporary repairs may be carried out on my vehicle during the course of the 2020 Variety Resurrection Run. I understand that these repairs will be carried out to the best of the ability of the mobile workshops.

I agree that these are considered temporary repairs only. Neither Variety nor the mobile workshop crew involved takes any responsibility for the emergency repair.

It is my responsibility to have emergency repairs checked by a qualified mechanic at either the first town from where the repair took place or at the first reasonable opportunity.

□ I agree to the Temporary Mechanical Repairs





Step 6)

Time to set up your fundraising page.

Add a profile picture – of your crew, your car or a fun shot representing your theme. Don't have an image handy? Don't worry you can add or update your profile picture any time. We've written your first blog post which will sit at the top of your fundraising page to make things easy – you can keep it as is or personalise it now or later on!

Set up your online donatio Minim	on page. What is your fundraising larger? um Donation is \$2000
Help people find you by adding y page and how people search for	your Car number or name. This will be the title of your you. Your page name will update when you re-login to your page.
Fundraising Page Name	Fundraising target
ed Carl	\$ 2000

These will be displayed on	your fundraising page. Don't worry you can change them a anytime.
	I'm getting out on the road for kids in need!
PROFILE IMAGE	I've created this page because I want to make a difference. I'm inspired by the work of Variety - the Children's Charity NSW/ACT and wanted to support them by raising money as part of our participation in Variety Resurrection Run. Please help me help them by giving whatever you can. The more people that know about Variety - the Children's Charity NSW/ACT, the greater their impact, so please also spread the word by sharing our page with your friends and family. Thank you in advance for your generosity, it means a lot! Please help me help give kids in need a fair go!





Step 7)

Process your payment.

If you are paying online you will see the below screen. Note at the bottom of the screen there is a pre-ticked box asking for an extra donation to cover fees (this will be receipted as a donation and added to your fundraising total). Untick this to opt out easily!

YOUR DETAILS 🗸	YOUR ENTRY 🗸	TERMS 🗸	CREATE YOUR PAGE 🗸	PAYMENT OF ENTRY DONATION
se pay your entry donat	ion online below.			
		Paymen	t Options	
	🚍 Credit	Card	PayPal	
	\$500.00			
	Name on Card		Card Number	
	Card Expiry		CVV Number	
	MM		2123	
	Promo Code			
	VALIDA			
	I d like to add a little extra	to neip cover rees. This	s will add \$15.00 to your payment.	
		PROCESS		



If you are paying via direct debit, cheque or your fundraising page you will see this screen. Click Confirm Entry to continue.

To pay your entry donation please follow the instructions below.

Direct Deposit

Please transfer funds to the below account.

Name: Variety the Childrens Charity NSW BSB: 032 020 Account Number: 208569 Reference: Res Run Car No Name (e.g. RR EK1 Graeme Meyer).

Please email Sally Ross sally.ross@variety.org.au with details of the direct deposit.

Cheque

Please ensure you have written "RESRUN" and your car number on the back of the cheque then mail the cheque to Janet Kilazoglou, Variety - the Children's Charity NSW/ACT, PO Box 186 Broadmeadow NSW 2292

Via your fundraising page

When you are ready please make your entry donation via your page, a link will be sent to you after the system has processed your registration.

🚍 Credit Card	PayPal
Name on Card	Card Number
MM YY	CVV Number
_	

You will know its been successfully processed when you see the below screen.



Welcome Alys, Next... your registration Your personal page URL is is complete. nate I'm getting https://fundraise.varietynswact.org.au/fundraisers/alysholz459/202 I've created this Variety - the Ch Share your page A confirmation email has money as part o been sent to your email **f** FACEBOOK them by giving v address. by sharing our p generosity, it me EMAIL Please help me



Captain, you've done it!!

Welcome to your new Variety Resurrection Run fundraising page and hub. First things first, tell everyone about it! Click on one of the social media buttons to share to your page. You can also download your receipt here, but don't worry it will also be emailed to you along with your login details. As Car Captain, you can share these details with your crew so they can login in whenever they like too! Alternatively, you can be the keeper of the page!

To access this page again later hover over your name in the top right corner and select Fundraising Page



Please help me help give kids in need a fair go!



Made a selfdonation



Received 5 donations



Received 10 donations



Raised 50% of

fundraising goal

My Achievements





Raised over \$1000



Step 8)

These instructions are for Crew. Captains please skip to page 13 for more about how to use the platform.

Jump online, open your web browser, go to <u>https://fundraise.varietynswact.org.au/event/2020resrun/home</u> and select the REGISTER CREW registration button (circled below).



The Variety Resurrection Run will explore the rural areas of our vast state, travelling to places that are not your normal tourist hotspots. You may know the major towns we will be travelling through - you won't necessarily know how you're going to get there.

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If you have any questions about the event or fundraising reach out to our Motoring Events team.

Email: motoringevents@varietynsw.org.au

Variety Newcastle Office	Variety Sydney Office
Vic Sheil & Janet Kilazoglou	Stuart Telfer & Sally Ross
02 4965 4911	02 9819 1000



Step 9)

Enter your details in the form displayed on screen.



Create Account Already have an Account
--

Person	al Details
First Name *	Last Name *
Alternate display name	Email Address *
Use a name other than your first and last names	alys.holz@varietynsw.org.au
Password *	Phone *



Step 10)

Tell us about yourself, and which car you are joining. You'll need a Car Number so please check with your car captain or email the office <u>motoringevents@varietynsw.org.au</u>.

There are different questions depending on whether you are new to Variety Motoring Events or joining us again.

Car Number

It all starts here! If you don't yet know your Car Number please email the office on <u>motoringevents@varietynsw.org.au</u> before continuing.

Car Number *	Please reconfirm if you'	e Captain or Crew? *
	Crew	(v)

How did you hear about Variety Resurrection Run? *

I've done other Variety motoring events and thought I would give this one a try

Will this be your first Variety motoring event? *

- Yes
- No



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Your Contact Details

Do you authorise Variety to provide your contact details to other Resurrection Run participants?

YesNo

*

Do you authorise Variety to provide your contact details to the media? *

- Yes
- O No

Medical Information

To assist medical personnel while on the event, please provide any relevant medical information we should be aware of. All information provided will remain confidential.

Do you have any significant medical history? (If yes provide details, or if no write Nil) *

nil

Do you currently take any prescribed medication? (If yes provide details, or if not write Nil) *

nil

Do you have any major allergies? (If yes provide details, or if not write Nil) *

nil

GP or Medical Centre name *

GP or Medical Centre phone number *

Emergency contact details (a person not going on the Variety Resurrection Run)

First name *	Last name *	
Phone number *	Relationship to you *	
	- choose option -	Ŧ





Step 11)

Accept the code of conduct and temporary mechanical repairs.

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· Behave in a lawful manner complying with all State, Territory and Australian Law.

Ensure I do not drive under the influence of alcohol (in excess of the legal Blood Alcohol Limit) or any drugs.

• I agree to advise my team members of any pre-existing medical conditions prior to the event in order for them to inform medical assistance should it be required.

· Conduct myself in an environment free from discrimination and harassment.

Avoid conflicts of interests.

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Notify an official should I leave the event for any reason. If I cannot find one, I will
call one as soon as I have phone service (phone contacts in my Entrants Bible.) I am
aware that Variety will go looking for us if not notified and if outside help is employed
to do this I will be liable for any charges if this proved to be a false alarm.

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□ I agree to the Code of Conduct



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I agree that these are considered temporary repairs only. Neither Variety nor the mobile workshop crew involved takes any responsibility for the emergency repair.

It is my responsibility to have emergency repairs checked by a qualified mechanic at either the first town from where the repair took place or at the first reasonable opportunity.

□ I agree to the Temporary Mechanical Repairs





Step 12)

Car Captains will set up a fundraising page for the car, however if you would like to set up your own page you can do so at this step. If you will use the car captains page please just choose 'No Thanks' and skip this step.

Would you like to create a separate fundraising page from your Car Captain?

Your Variety Resurrection Run minimum donation is \$2,000

Only create this page if you would like a separate fundraising page to your Car Captain

Yes, I would like a page	No thanks
Fundraising Page Name	Fundraising target
car holz	\$ 2000

Add a personal image, title and description

These will be displayed on your fundraising page. Don't worry you can change them at anytime.

	I'm getting out on the road for kids in need!
voriety rechildrens chonty	I've created this page because I want to make a difference. I'm inspired by the work of Variety - the Children's Charity NSW/ACT and wanted to support them by raising money as part of our participation in Variety Resurrection Run. Please help me help them by giving whatever you can. The more people that know about Variety - the Children's Charity NSW/ACT, the greater their
PROFILE IMAGE	impact, so please also spread the word by sharing our page with your friends and family. Thank you in advance for your generosity, it means a lot!
	Please help me help give kids in need a fair go!

Crew, you've done it!!

We cannot wait to get on the road with you in November. Until then, good luck with your preparations and fundraising. If there is anything that the team can help you with please be in touch.



Your Account Dashboard

To open your dashboard expand the menu on the top right hand of the page by hovering over your name. Then select My Dashboard

	2020 Resul Your Page https://fundr	rrection Run aise.varietynswact.org.au/fu	Indraisers/alysholz365/20	20resrun Vi	Raised	I of \$2,000 goal	voriety	CITIC
-	() ()	MY PAGE	CREATE A TE	AM	MY ACCOUNT		i unery	X
*	GET SUPPORT	MY DONATIONS	EDIT MY PAGE	EVENT INFO	RESOURCES	LEADERBOARD		

The countdown to the Variety Resurrection Run is on!

19	04	21	38		15
	1200 12 12			•	1007 - 1016 X
Week(s)	Day(s)	Hour(s)	Minute(s)		Second(s)

Got questions? Get in touch with our Motoring Events team

Variety Newcastle Office Vic Sheil & Janet Kilazoglou 02 4965 4911 motoringevents@varietynsw.org.au Variety Sydney Office Stuart Telfer & Sally Ross 02 9819 1000 motoringevents@varietynsw.org.au

This is what your dashboard looks like. You'll see along the top there are a number of tabs – this is where the magic happens. Let's start with GET SUPPORT. Click on it now.



Tab - Get Support

Here you can share your page on social media or send emails to your friends by entering their emails in the field provided. You'll see we've already written an email for you. You can use this as is, or edit this to your needs. You can also tick the box that says "email all of your supporters", which sends a message to everyone who has donated so far. You might want to send a special thanks, update them on your fundraising or car preparation or you can even use this on the event itself to update them on your journey!

*	GET SUPPORT	MY DONATIONS	EDIT MY PAGE	EVENT INFO	RESOURCES	LEADERBOARD
		Use	your social	network		
		Send out links to you	ur personal fundraisi	ng page asking fo	or support.	
		ASK ON FACEBOOK	ASK ON TWIT	TER ASK ON		
	https://fun	draise.varietynswact.org.au/	s/365/568		Your share UF	RL

Send emails to friends and family

Cho	ose a pre-written email
En	nail for Friends and Family
Ente	r email addresses (add a comma in between addresses if sending to e than one person)
	MY CONTACTS
Ema	il Subject
ľd	love your help!
Ema	il Message
Hi	there,
ľ'n	n trying to make a difference and support Variety - the Children's Charity NSW/ACT. I
be	lieve that all kids deserve a fair go, and they do too!
M	y goal is to raise \$2000 to help them help even more kids in need this year, and I'd really
ap	preciate it if you could help by supporting me and making a donation to my fundraising
pa	ige.
ľ'n	n [Write a bit about how you're fundraising, any events etc].



TAB - My Donations

The My Donations tab allows you to see a summary of all donations received so far. This list are ONLY those that your supporters have made online via your fundraising page, if they have donated via direct deposit that will not appear in this total.



My Donations



TAB – Edit my page

Want to update your fundraising page information? This is the place to do it. You can update your URL, fundraising target, add blog posts and images.

Note: if you update your URL the original link will no longer work.

Update Your 202 Fundrai	0 Resurrection Run sing Page				
Personal URL	Fundraising Target				
	\$ 2000				
Please note that changing your page url might break any links to your fundraising page that already exist.	(There is a minimum fundraising target of \$2000)				
UPDAT	E DETAILS				

Keep your friends, family and supporters updated with your progress.

Blog Title	Date Posted	
I'm getting out on the road for kids in need!	2020-06-22	SHARE

Your Gallery

NEW IMAGE

Add images and updates to your Fundraising page.



TAB - Event info

We'll pop all sorts of pieces of information in here about where we are going each day. Be sure to check back here if you are looking for details on each day of our trip.

Where are we headed?

Together we will cover a lot of ground across this vast state, below is a little more information on what to expect. We'll be updating these pages as more details are ready to be shared.

Checkpoint Day - Saturday 14 November 2020
Day 1: Sunday 15 November
Day 2: Monday 16 November
Day 3: Tuesday 16 November
Day 3: Tuesday 17 November
Day 4: Wednesday 18 November
Day 5: Thursday 19 November
Day 6: Friday 20 November



TAB - Resources

All your guides, tools and event details live here! You now have access to all of these at the click of a button. We'll add to this page as we get closer to the event. If there is something specific you are looking for reach out to the team <u>motoringevents@varietynsw.org.au</u>





Social Media Downloads











Variety Instagram Post



TAB - Leaderboard

We know how competitive you all are, here is where you can see how your fundraising is going compared to other entrants. Remember the Variety Resurrection Run isn't a race or a rally – the only winner is the car that raises the most money for kids in need!



The Variety Resurrection Run will be a lot of fun but we're also doing it to raise money for kids in need. Where are you on the leaderboard?

That's all folks! Happy fundraising and thanks again for your awesome support! Don't forget, you can contact the team if you require any assistance setting up your page or using some of the great features available.

