



SLEEPLESS NIGHT

IN SUPPORT OF BOYLE STREET

Participant Name

Team Name

PLEDGE FORM

Donor Name	Address	City	Prov	Postal	Email	\$ Amount



Thank you for supporting Boyle Street Community Services!

Charitable Registration no.: 118814391 RR0001
Boyle Street Community Services is the trade name of The Boyle Street Service Society, an Alberta society and a registered charity.

Boyle Street Community Services, Community Centre
10116-105 Avenue Edmonton, AB T5H 0K2
ᐱᐃᐅᐅᐅᐅᐅᐅᐅᐅ (Amiskwaciwâskahikan), Treaty 6 Territory

\$ Total	
Page #	

HOW TO USE THIS FORM



Don't Mail Cash

Never send cash through the mail. You can mail a personal cheque, or enter the pledge amount online using your credit card.



Email is Important!

Make sure to record your donor's email address. Email addresses can be used to send tax receipts and send follow-up emails.



Receipts for \$20+ with Full Address

Only donations of \$20 or more will be receipted, and only issued to donors who provide their full address (including postal code).

LET US KNOW!

When you receive a cash or cheque donation, please contact us by email with the total, so we can keep track and list your fundraising successes on our webpage!

EVENT NIGHT TO-DO

1. Print your **WAIVER** form and sign it.
2. Gather your **CASH + CHEQUES** - make sure they match the total you've recorded on your pledge form.
3. **CHECK** all of your cheque donations to ensure they are:
 - a. payable to *Boyle Street Community Services (or The Boyle Street Service Society)*
 - b. current-dated (or earlier)
 - c. signed
4. **HIGHLIGHT** any donation that remain uncollected on your pledge form.
5. **PACK UP EVERYTHING**, including your pledge form, waiver, cash and cheques) and hand it all in at the night of the event.

POST-EVENT COLLECTION

1. **GATHER** together all cash and cheque donations you have received. Make sure the amount of cash and cheque donations match what you have recorded on your pledge form.
2. **PAY** your cash pledges online with credit card/paypal. If you cannot pay online, please issue a personal cheque to cover the amounts and mail them to us; keep the cash.
3. **CHECK** all of your cheque donations to ensure they are:
 - a. payable to *Boyle Street Community Services (or The Boyle Street Service Society)*
 - b. current-dated (or earlier)
 - c. signed
4. **HIGHLIGHT** any donations that remain uncollected on your pledge form.
5. **MAIL** any cheques (not cash) with your completed pledge form.

CONTACT US

Contact event coordinator Sarah Dowling at sdowling@boylestreet.org to send in your fundraising updates.