

In order to make a donation *Online* to the “Because We Care – Philippines” campaign, follow these instructions:

1. Log into the Waterloo Region District School Board website: <http://www.wrdsb.ca>



2. Select (This will take you to the Waterloo Education Foundation Inc. webpage)
3. Select the Donate Online button again in the middle of the page
4. In the section “**Your Donation Will Support**”, select – “Because We Care – Philippines”
5. In the section “**Donation Amount**”, enter the dollar amount (including the dollars and cents)
6. In the section “**Message/Instructions**”, field enter the name of your school

The screenshot shows a donation form for WEFI - Waterloo Region DSB. At the top left is the Canadian Registered Charity logo with a red maple leaf. To the right is a quote: "The Waterloo Education Foundation Inc. is a registered charitable foundation, which operates through the Waterloo Region District School Board and is managed by a Board of Directors." followed by "...more". Below this is the header "WEFI - Waterloo Region DSB" and "BN: 134114446RR0001". The main form has three sections: 1. "Your Donation Will Support:" with a dropdown menu set to "Because We Care - Philippines" and a note "Please indicate your school name in the Message/Instruction field below". 2. "Donation Amount" with radio buttons for "Immediate" and "Monthly", and a text input field containing "\$ 25.00". 3. "Message/Instructions for WEFI - Waterloo Region DSB" with a text input field containing "Cedar Creek PS".

7. Complete the **Payment Information** and the **Donor and Tax Receipt Information**
8. Continue through the remaining questions



9. Select to finish the donation