

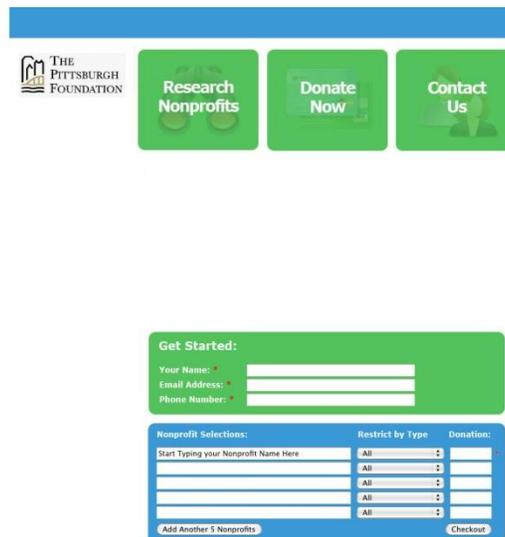
## Day of Giving 2014 Instructions

1. Go to <http://www.westmorelandgives.org>
2. Click on Donate Now



3. Enter your name, email and phone number in appropriate boxes. Please note you must have a valid email address to receive a tax receipt for your donation.

You can select the nonprofit you wish to donate to by viewing all nonprofits or you can narrow your search to Pittsburgh or Westmoreland by selecting the list from the drop down menu. You can also begin typing a nonprofit's name in the box to narrow the list.



Nonprofit Selections:	Restrict by Type	Donation:
Start Typing your Nonprofit Name Here	All	
	All	

Next select the nonprofit from the drop down menu. You can scroll down the list via the arrows or type in the first few letters of the nonprofit's name to jump to that section of the list. Enter the amount you wish to give (example: 50.00).

You can make donations to additional organizations by clicking “Add Another Nonprofit”. You can give to up to 10 nonprofits during one session and to both PittsburghGives and WestmorelandGives organizations. Once you are ready to complete your transaction, click “Go To Checkout” and you will be taken to the secure credit card screen.

- Mastercard and Visa are accepted for payment and you will receive confirmation of your donation and a tax receipt via email within an hour of the transaction. Please remember to notify your credit card issuer if you plan to make a large donation as they may hold your transaction as per your fraud protection services. The minimum gift per organization is \$25.

Enter in your credit card information on our secure server and click “submit”. You will receive confirmation that your donation has been received and an email will be sent to you for tax purposes.

**Donor Information:**  
 Name: John Doe  
 Email: test@test.com  
 Phone: 222-222-2222

*\* required field*

**Card Information:**  
 Card Type: \*  
 Card Number: \*  
 Expiration Date: \* Month: Year:  
 Card ID Num: \*

**Billing Information:**  
 First Name: \*  
 Last Name: \*  
 Address: \*  
 City: \*  
 State: \* PA  
 Zip: \*

Submit Payment

5. Don't forget to share your donation via social media and encourage others to give as well.