

Tribute Giving Page Creation Process

Hamilton Health Sciences Foundation's tribute giving pages make it easy for supporters to honour someone special while raising funds in support of care across Hamilton Health Sciences.

These pages can be created in memory of a loved one, in honour of someone meaningful, or in celebration of a special occasion such as a birthday, anniversary, retirement or milestone. Each page is connected directly to the Foundation's secure donation platform, ensuring gifts are processed properly and donors receive the appropriate acknowledgement and receipting.

How to Create a Tribute Giving Page:

1. Visit <https://hamiltonhealth.ca/ways-to-give/tribute-giving/>
2. Click **"Create your giving page"**
3. Review and accept the terms and conditions
4. Click **"Start a fundraiser"**
5. Complete the fundraiser set up form by providing:
 - Fundraiser name
 - Image
 - Hospital Fund Designation
 - Personal story or fundraising description
 - Fundraising goal (optional)
6. Click **"Continue"**
7. Enter email address for account verification
8. Retrieve the verification code sent to your email and enter it when prompted
9. Enter your first and last name and click **"Start Fundraising"**
10. Once created, you will see a confirmation message that your fundraising page has been started.

Confirmation:

You will also receive an email confirming that your tribute giving page has been created. This email will include:

- A link to your fundraising page
- A button to open and manage your fundraiser
- Your fundraising goal, if one was added
- A summary of donations received toward your goal

Managing Your Tribute Giving Page:

Through the donor portal, you can view and manage your page at any time. To login to your donor portal:

1. Click the **"Open my fundraiser"** from the confirmation email you received after creating your page.
2. You will be prompted to log in using the email address used to create the fundraiser.
3. Select **"Get login link."**
4. Open the email sent to you and click **"Log in."**
5. This will open your donor portal, where you can view and manage your fundraiser.

Within the donor portal, you can:

- View donations made to your page
- Access and share the link to your fundraising page
- Edit the fundraiser name
- Update the fundraiser image
- Change the hospital designation
- Modify the fundraiser description
- Update the fundraising goal

Once your page is live, you can share the link by email, text or social media, making it easy for family, friends and colleagues to give in honour, in memory or in celebration of someone special.

For further help or assistance, please contact: 905-522-3863 or info@hamiltonhealth.ca