

An MCC giving registry is a personalized webpage that enables your friends and family to donate toward your MCC fundraising event/occasion (in this case, a bike ride). You have the option to post a photo and write a brief description. Examples can be found [here](#).

It is important to create this page because it is the primary place to check your support fundraising progress. The online profile only includes the total raised and does not include the names of donors. All contributions, whether donated by check or online, are included in the tally on your page after they have been processed by MCC. *Expect up to 5 days of processing time before your online total increases.*

## 1. How to create your page:

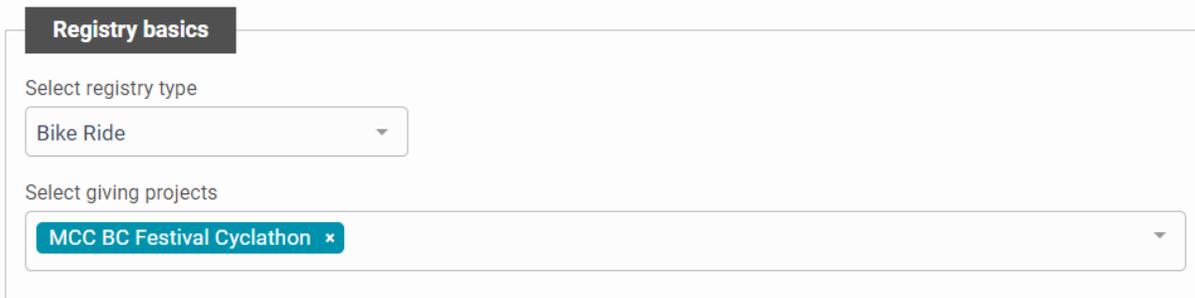
Go to <https://donate.mcccanada.ca/user/register> and enter a username and email address.

You will receive an email instructing you how to setup a password.

Once you have saved your new password and are logged in, select “**Create a registry**” on the left side menu.

## 2. Overview of the items to complete on the form:

### 1 Setup



**Registry basics**

Select registry type

Bike Ride

Select giving projects

MCC BC Festival Cyclathon

#### Registry basics:

- **Select “Registry type”** – The new giving registry set up form will look something like the screenshot above. Under the Select Registry Type drop-down, you will notice that there is a preset list of types you can choose from. Choose the registry type “Bike Ride.”
- **Select “Giving projects”** – Choose the giving project “MCC BC Festival Cyclathon.”

#### Your information:

- **Your address** – enter your email address, phone number and home postal address in case MCC has a question about your registry.

#### Registry information:

- **Registry title** – This is the title for your Giving registry. This will make it easier to identify for people searching for your registry. The name will also determine the URL for your page so you won’t want it to be too long.

# MCC Cyclathon Giving Registry – Set Up Instructions



- **Location** – this is an optional field if you want to include where the event will happen. The location you enter will show up in the top right-hand corner of the large photo in your gift registry.
- **Registry goal** – We encourage you to enter a goal for how much you would like to raise. This can encourage your supporters. When you enter a goal here, this page will track the amount of donations received against the goal. The donation graph may not update right away, but the donation was received and processed, and the graph will be updated once this process is complete.
- **Suggested end date** – enter a date 3 months after the event ends.

Registry title  
Karen's Ride (20KM)

Location or service country/region (optional)  
British Columbia

Registry goal (optional)  
\$ 500

Suggested end date  
12/16/2023 in 4 months

## 2 Create

Karen's Ride (20KM) Bike Ride

British Columbia

MCC Festival CYCLATHON

Optionally replace this photo with your own by dragging a photo from the collection panel

Drag a photo from the collection panel

\$500 goal

No progress yet.

0 supporters

Plus 1 Tweet Share

MCC BC Festival Cyclathon

Support a rider in the 2023 MCC BC Cyclathon on Saturday, September 16, 2023! We're cycling because families crossing borders in South Sudan, Syria, and elsewhere are now in search

Learn more

Support now

# MCC Cyclathon Giving Registry – Set Up Instructions



- **Photo** – You now have some options as far as uploading a personal photo in the square space in your giving registry, including direct upload from your phone or computer. The default larger photo is based on the giving project you selected (MCC BC Cyclathon). You can opt to change this photo as well.
- **Description** – This appears under your photo. Type a brief summary about why you are choosing to do this fundraising event and/or a statement of gratitude for people’s donations. It can be as short or long as you’d like. This is a way for you to personalize the page. You can now embed videos and/or photos in this field.

## 3 Thank

Write a short thank you note that will be emailed to anyone who makes a donation to your registry.

- **Thank you note** – What you include here appears on the confirmation email each donor receives after they make a donation. This is an opportunity to say thank you.

Click **“Submit for approval”**

Once you submit, MCC staff will receive an email that notifies them to review and publish your registry. Please allow 1 – 2 days for your registry to be published.

Once published, your registry is now created and public. You can copy and paste the URL of your page into an email or share the link on Facebook, Twitter or Google+ via the corresponding links in the upper right corner of your page.

### 3. Making edits once your page is published:

Go to <https://donate.mcccanada.ca/find-a-registry#!>

A screenshot of the "Donor login" page. The page has a light blue header with the text "Donor login". Below the header, there is a sub-header: "Access your giving history, manage your giving registries, or update your donor profile." Below that, it says "Login is not required to make a donation." There are two input fields: "Username or e-mail \*" and "Password \*". Below the password field, there are two links: "Create new account" and "Request new password". At the bottom, there is a blue "Log in" button.

## MCC Cyclathon Giving Registry – Set Up Instructions



Enter the Username or email address and password you selected when you set up your registry under the Donor login located to the left of the screen.

Once you are logged in, you can make changes to your “Description”, “Thank you note”, or upload a new photo, as desired.

Home » Donate » Giving Registries » Ron's Ride

View Edit

If you need help, please read [these instructions](#) on setting up your giving registry.

**Edit registry** This giving registry is: Published.

Once you click “Submit for approval”, MCC staff will receive an email that notifies them of the changes and will review it, as necessary.

**If you have any questions about creating a new registry, feel free to call the Donor Relations team in the Abbotsford office for further assistance. 1-888-622-6337.**