

OFFLINE DONATIONS GUIDELINES

Offline donations can be sent in at any time before fundraising for Kids Walk 2016 closes on June 30th. Any gifts received before June 30th will count towards your specified team and/or participant's fundraising efforts. However, to ensure that your offline gifts are counted towards the event day total, please have any offline gifts submitted no later than April 23rd. Any gifts received before that date will be reflected on your specified team and/or participant's fundraising page and included in event day fundraising totals. All other gifts will be counted after event day.

NOTE : OFFLINE DONATIONS INCLUDE ANY GIFTS THAT ARE NOT MADE THROUGH THE KIDS WALK FOR KIDS WITH CANCER GIVING PAGE PLATFORM. WE STRONGLY ENCOURAGE CHECK, CREDIT CARD, AND MONEY ORDERS AS FORMS OF PAYMENT.

GENERAL GUIDELINES

All offline gifts must be accompanied by an offline donation form. Please follow the instructions below in order to ensure your donors receive proper recognition from MSK.

1. Complete form fully and accurately for each donor.
2. In the memo section of each check, the donor must include "Kids Walk" in the note and/or the participant or team's name that the donor is supporting.
3. Completed offline donation forms must be submitted to Kids Walk along with the checks that correspond to those listed on the form.

WHAT TO DO WHEN YOU RECEIVE:

CASH

The preferred methods of payment when donating to Kids Walk are online donations made directly to your fundraising page or check. However, if you are given cash donations, please follow directions below to transfer cash to a "money order."

Money orders are a secure payment method. Purchase a money order for the amount donated from your local Post Office, personal bank, or select Duane Reade stores. Then submit your money order to the Kids Walk Team for processing. Please note that there is a small fee for each money order you send.

Fees:

\$0.01 to \$500.00	\$1.25
\$500.01 to \$1,000.00	\$1.65



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Benefits of a Money Order:

- If a money order is lost or stolen, you may be able to have it replaced.
- They are convenient, affordable, and widely accepted.
- Money orders are a good way to send cash that never expires.
- Money orders can be purchased at any Post Office location.
- You can send up to \$1,000 to any destination within the United States.

Mail your money order and offline donation form directly to:

Kids Walk for Kids with Cancer
Memorial Sloan Kettering Cancer Center
633 3rd Ave 12th Fl
New York, NY 10017

CHECKS

Please make checks payable to:

“Memorial Sloan Kettering Cancer Center” or “Kids Walk for Kids with Cancer”

Checks and offline donations forms can be submitted to the Kids Walk team by mailing directly to:

Kids Walk for Kids with Cancer
Memorial Sloan Kettering Cancer Center
633 3rd Ave 12th Fl
New York, NY 10017

