

Quick Donation Guide

FOCUS
Ireland



Share your fundraising page

Your fundraising page is the easiest and safest way for supporters to donate. Simply share your page link by email, WhatsApp, text message, and across your social media channels.

Top tip: Add regular updates and photos to your page to keep supporters engaged and encourage more donations.

Collecting offline donations

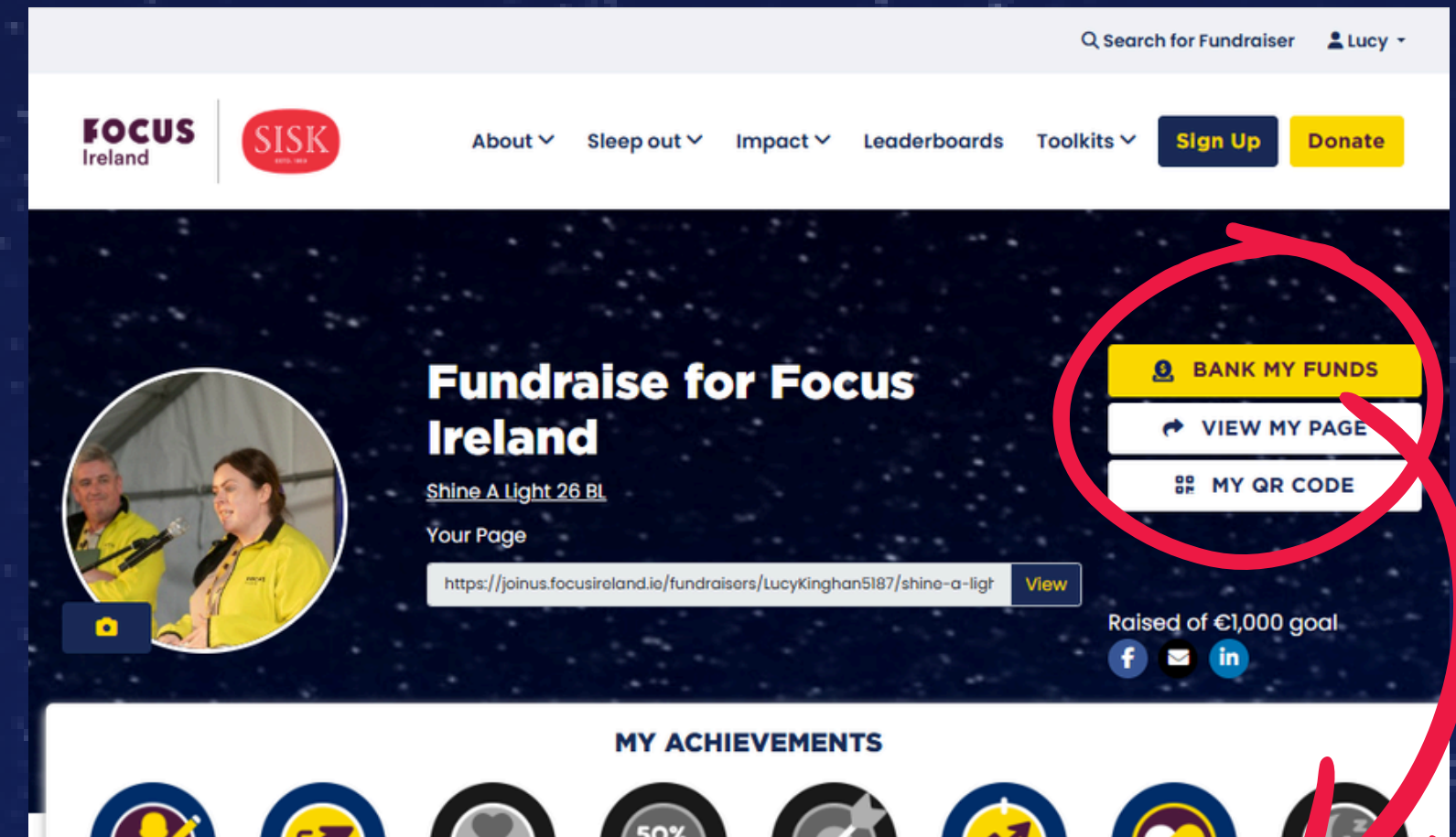
If you receive cash or cheque donations from friends, family, or colleagues, don't worry. You can add these to your fundraising total using the **Bank My Funds** feature on your dashboard.

Bank my Funds

To add offline donations:

1. Log in to your fundraising dashboard.
2. Select Bank My Funds.
3. Enter the details of the donation you've collected.
4. Follow the instructions to submit your funds.

This ensures your fundraising total is updated and accurately reflects all the support you've received.



Bank My Funds

If you have received donations from any offline activities, you can add them below.
Donations won't appear on your page until they are paid for.

Donation Amount

☒ I need to issue a tax receipt
☐ I am paying cash I've raised (no receipt)

☒ Personal Donation ☐ Company Donation

Organisation Name

First Name * Last Name *

Returning Donations



Please return all cash donations within 4 weeks after the event.



Cheques & Cash

Cash collections and donations made by cheque can be sent to our office address:

Cork	Dublin	Limerick	Sligo
40/41 Grand Parade Cork City Cork T12 N1WE	9-12 High Street Christchurch Dublin 8 D08 E1W0	Catherine Place Limerick V94 RT21	2 Wine Street Sligo F91 K093

Please include your name/details, and reference that your donation is towards **Shine A Light**.



Bank Transfer

You can make the donation directly to our bank account:

Name: Focus Ireland
IBAN: IE30BOFI90001715834518
Sort code: 90-00-17
A/c No: 15834518
BIC: BOFIE2D

When making a transfer please ensure you include your name/details so we can attribute the donation to you and don't forget to reference Shine A Light.