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Set-up Instructions for My HuTerra

1. Your first step should be to download the “My HuTerra” app.



2. Once downloaded, you’ll create your account by providing the following pieces of information: First name, last name, zip code, username, email, and password. You’ll be asked to read and accept the terms of use. Once you’ve completed each of these items, you’ll click the “Sign Up” button.



Sign Up

First Name

Last Name

User Name

Email

Password

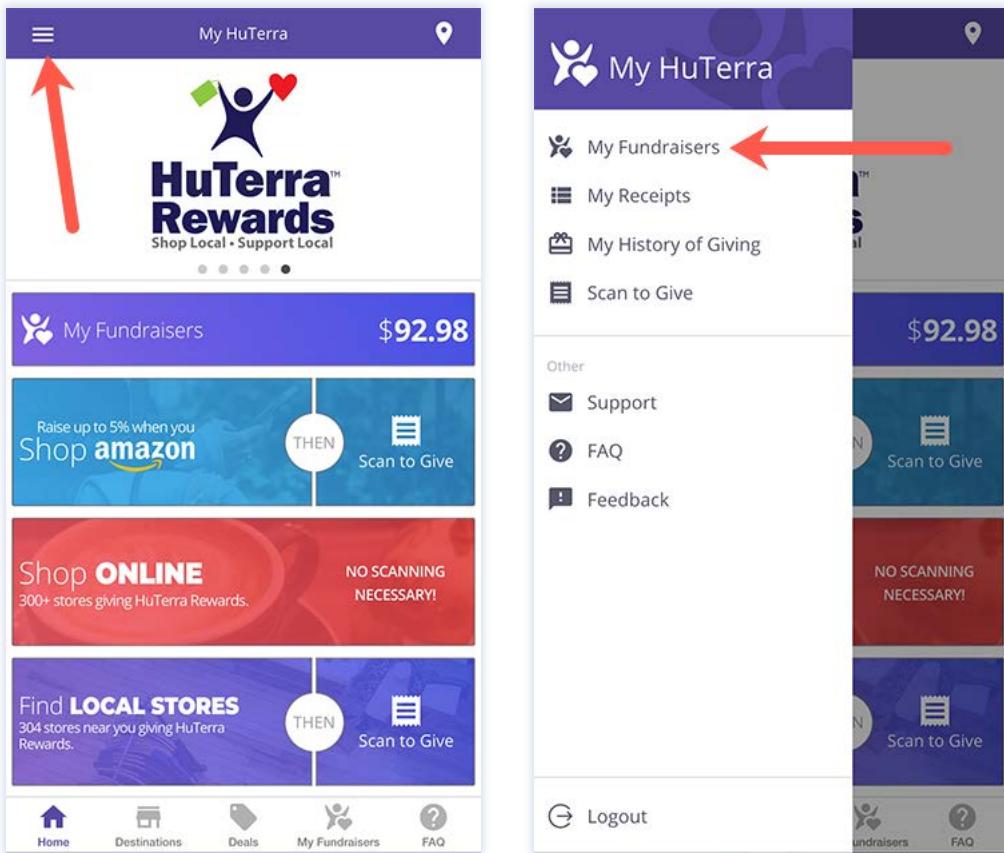
Password Confirm

Zip Code

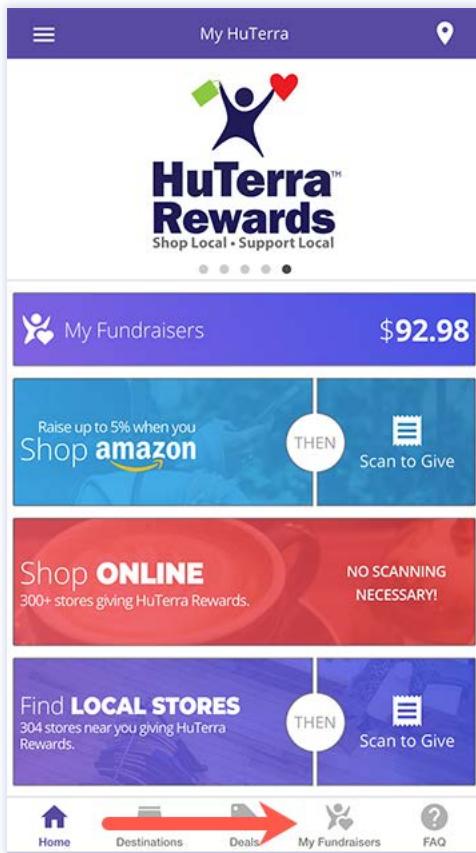
I Agree to your [TERMS & PRIVACY POLICY](#).

Sign Up

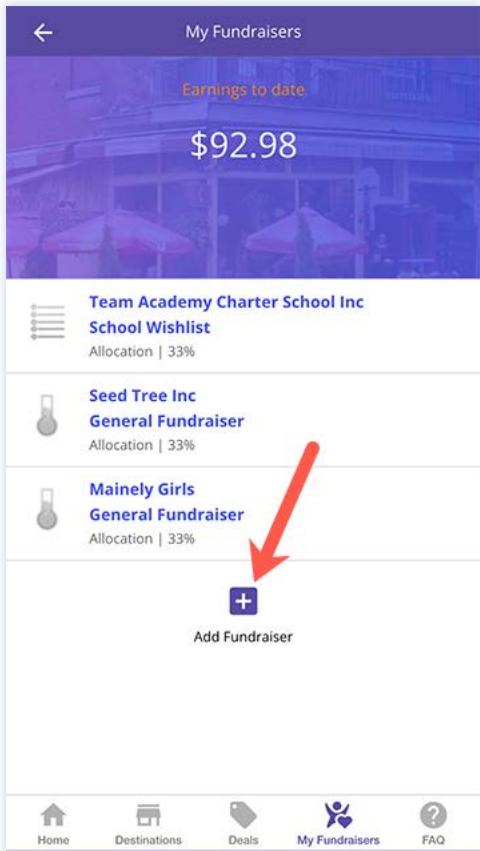
3. Now it's time to select your fundraiser so you can start earning rewards for your favorite cause! You can get there one of two ways:
 - a. Tap the menu in the upper, left-hand corner of the home screen then tap "My Fundraisers".



- b. Tap the "My Fundraisers" button at the bottom of the home screen.



4. Tap "Add Fundraiser".



5. The My Fundraiser Search Page will open, which will allow you to find and select your fundraiser by typing in **[insert nonprofit community name]** and tapping return.



My Fundraisers

Fundraiser Clear

	Universal School Annual School Carwash Fundraiser Buffalo, New York
	Universal School School's General Fundraiser Buffalo, New York
	Team Academy Charter School Inc School Wishlist Newark, New Jersey
	Team Academy Charter School Inc Fundraiser Newark, New Jersey
	Universal School The "Quote" Fundraiser Buffalo, New York
	Universal School Parking Lot Re-Surface Project Buffalo, New York
	Universal School General Fundraiser Buffalo, New York
	Universal School Universal School Wishlist Buffalo, New York

6. Select your chosen fundraiser from the list.



My Fundraisers

seed tree | Clear

	Seed Tree Inc General Fundraiser Stockton Spgs, Maine
	Seed Tree Inc SC 2015/2016 Stockton Spgs, Maine
	Seed Tree Inc SC # Test Stockton Spgs, Maine
	Seed Tree Inc SC @ Test Stockton Spgs, Maine
	Seed Tree Inc SC \$ Test Stockton Spgs, Maine
	Seed Tree Inc SC ! Test Stockton Spgs, Maine
	Mustard Seed Ministries General Fundraiser Tyrone, New York
	Pine Tree Medical Associates General Fundraiser Farmington, Maine

- a. If you have a team fundraiser, you'll then select the team and/or individual team member you are raising funds for from the list provided.



← My Fundraisers

Select the entire group or direct your giving to one of the team members below

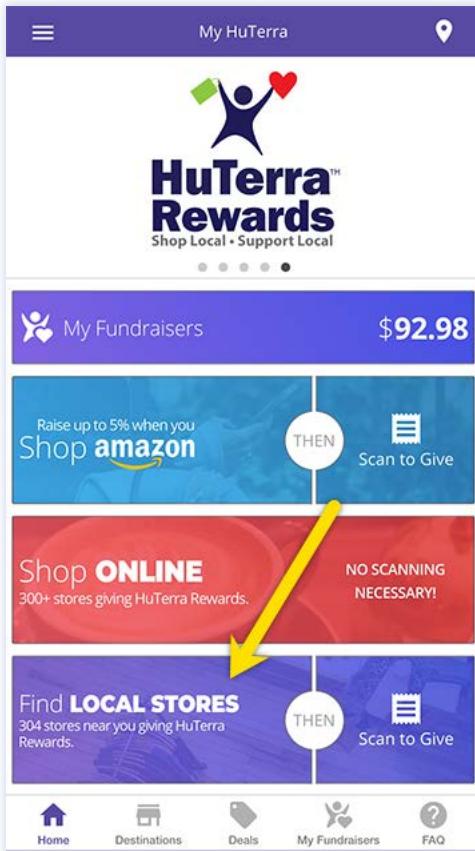
	Seed Tree Inc General Fundraiser
	Seed Tree Inc Seed ! Team
	Seed Tree Inc Seed Tree Team
	Seed Tree Inc Team Fundraiser with Parent Community

7. Congrats! You are now ready to start shopping and RaisingUp HuTerra Rewards for your cause!

Earning HuTerra Rewards

Earning HuTerra Rewards with Local Stores

1. From the homepage, you can find local businesses giving rewards by tapping the left-hand side "Find Local Stores" card at the bottom of the screen.



2. A list of businesses will be displayed. The list is displayed by distance based on your current location. You can either browse the current list shown or search for a specific business by selecting the search bar at the top of the screen and entering your search criteria on the "HuTerra Reward Search Page" and tapping return once you've entered your criteria. You can also display a map of your area by pressing the map icon in the upper right-hand corner of the list page.



3. Once you've finished shopping, it's time to scan (take a picture) of your receipt. You'll start by selecting the business from the HuTerra Rewards List page. From there, you'll be taken to the business detail page where you'll press the "Scan to Give" button. From there, you'll enter the amount of your purchase and scan (take a photo or choose an existing photo) your receipt. HuTerra verifies your purchase and adds the HuTerra Rewards earned to your account.



← HuTerra Rewards

Search Text Clear


**HuTerra™
Rewards**
Shop Local • Support Local

ServiceMaster Specialty Restor... 1.33 mi
Raise up to 5%

Festival Foods - De Pere 1.44 mi
Raise up to 0.5%

Pomp's Tire - De Pere 1.53 mi
Raise up to 2%

BP-DePere - Waube Lane 1.53 mi
Raise up to 2%

KK Sew & Vac III 1.67 mi
Raise up to 3%

Luscious Lawn 1.87 mi
Raise up to 3%

River City Ice Company 1.87 mi
Raise up to 5%

Home Destinations Deals My Fundraisers FAQ

← HuTerra Rewards

Pomp's Tire - De Pere
2% Give Back

 gas & auto

(800) 943-0690 Website

699 Lawrence Drive 1.53 mi
De Pere, WI 54115 Distance

Events

Shop for Schools May 1 - Sep 30
HuTerra De Pere, WI

Home Destinations Deals My Fundraisers FAQ



Scan to Give

First, select a business:

Pomp's Tire - De Pere - 699 Lawrence Drive De Per...

Enter the receipt total, not including any tips.

Enter Receipt Total 1

Finally, take or upload a picture of your receipt before you submit.

Take Photo

OR

Choose Photo

Scan to Give

First, select a business:

Pomp's Tire - De Pere - 699 Lawrence Drive De Per...

Enter the receipt total, not including any tips.

\$32.18

Finally, take or upload a picture of your receipt before you submit.

Take Photo

OR

Choose Photo

Submit

- a. **Hint:** For longer receipts, fold them over in the middle so that the business name, address, date/timestamp and total are still visible when scanned.



Earning HuTerra Rewards with Amazon ***NEW***

1. From the homepage, tap on the left-hand side of "Shop Amazon". It will take you to the Amazon page in RaiseUp.



My HuTerra

HuTerra Rewards
Shop Local • Support Local

My Fundraisers \$92.98

Raise up to 5% when you Shop amazon THEN Scan to Give

Shop ONLINE NO SCANNING NECESSARY!

300+ stores giving HuTerra Rewards.

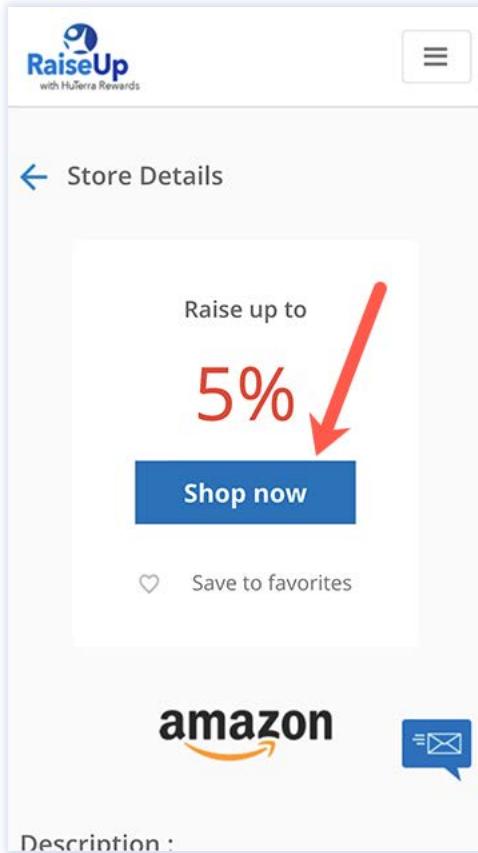
Find LOCAL STORES THEN Scan to Give

304 stores near you giving HuTerra Rewards.

Home Destinations Deals My Fundraisers FAQ



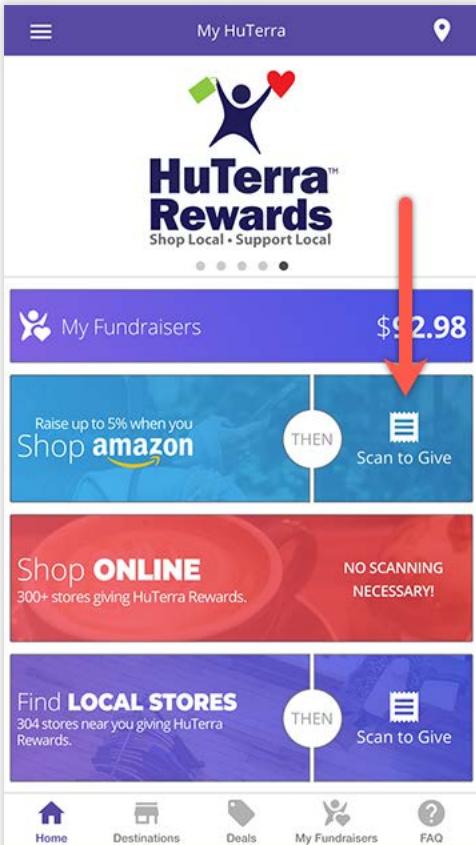
2. Tap the "Shop Now" button.



3. Shop Amazon as you normally would.
4. After checkout, **TAKE A SCREENSHOT OF YOUR AMAZON ORDER SCREEN**. Make sure it includes items, total spent, and the date.
 - a. Taking screenshots is different for different phones. Below are a few common methods used to take screenshots. If the below methods do not work, please consult your phone's manual.
 - iPhone
 - **iPhone X/XS/XS Max:** Hold **power** button and **volume up** button at the same time.
 - **iPhone 8/8+ and earlier:** Hold **power** button and **home** button at the same time.
 - Android
 - **Samsung Galaxy S7 and earlier:** Hold **power** button and **home** button at the same time.
 - **Most other Android phones:** Hold **power** button and **volume down** button at the same time.
 5. Reopen the My HuTerra app.



6. Tap the "Scan to Give" button on the right-hand side of the "Shop Amazon" card.





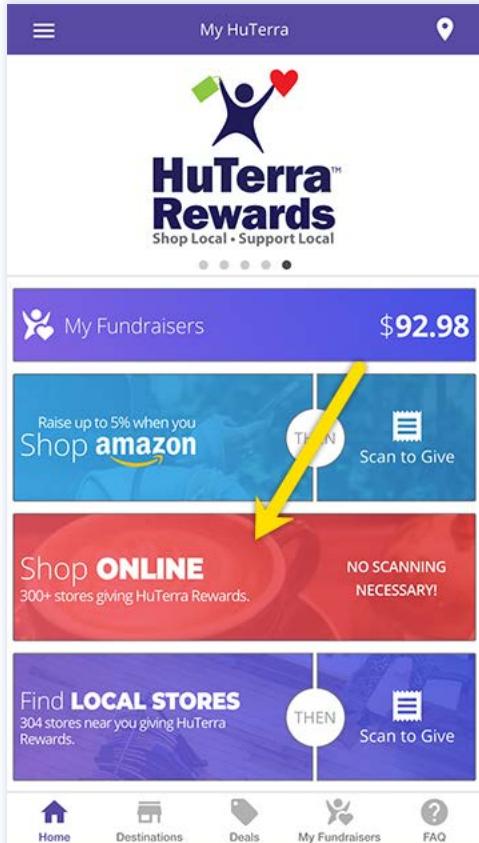
7. Enter the amount of your purchase and tap the "Choose Photo" button to select the screenshot of your Amazon purchase.

8. That's it! Any HuTerra Rewards earned will be added to your account after HuTerra verifies your purchase.



Earning HuTerra Rewards by Shopping Online *NEW*

1. From the homepage, tap on "Shop Online". It will take you to the shopping page in RaiseUp.



2. Scroll down and tap any store you'd like to shop at. By default, the most popular stores are shown, but you can also view all stores, filter by category, and search for a specific store.



Categories

- Most Popular (33) >
- All Stores (351)
- Offers (191)

- Automotive (16)
- Baby & Kids (80)
- Clothing & Shoes - Men (112)
- Clothing & Shoes - Women (144)
- Electronics & Computers (39)
- Flowers & Gifts (76)
- Food & Restaurants (22)
- Health & Beauty (91)

Most Popular

Most Popular

Search

ALL 0-9 A B C D E F G H I J K L M N O P
Q R S T U V W X Y Z

Raise up to 5%	Raise up to 1.6%
Raise up to 1% Up to 20% off.	Raise up to 1.2% Up to 40% off.

3. Shop as you normally would.
4. That's it! Any HuTerra rewards earned will be automatically added to your account.

Tracking Your Receipts

1. All your receipts are stored within the app. To access any previously submitted receipt from the Home screen, you'll open the menu (found in the upper, left-hand corner of the app) and select "My Receipts". To see the scan (picture) of the receipt, just tap the line item.



My HuTerra

My Fundraisers

My Receipts **←** (highlighted with a red arrow)

My History of Giving

Scan to Give

\$92.98

Scan to Give

NO SCANNING NECESSARY!

Scan to Give

Logout

Fundraisers FAQ

My Receipts

BP - Wausaukeee
828 Main Street, Wausaukeee, WI
scan date Oct 12, 2018
amount \$9.99
• submitted

Solar Oasis
310 N. Wisconsin Street Ste. B, De Pere, WI
scan date Oct 12, 2018
receipt date Sep 28, 2018
amount \$86.29
• accepted

WG&R Furniture - Green Bay
800 Hansen Rd., Green Bay, WI
scan date Oct 12, 2018
amount \$372.19
• submitted

KK Sew & Vac III
815 Main Avenue, De Pere, WI
scan date Oct 12, 2018
receipt date Aug 8, 2018
amount \$12.34
• rejected

Pizzaland
500 W Main, De Pere, WI
scan date Oct 12, 2018
receipt date Oct 8, 2018
amount \$12.72
• accepted

BP - Wausaukeee
828 Main Street, Wausaukeee, WI
scan date Oct 12, 2018
receipt date Oct 8, 2018
amount \$91.77
• accepted

BP - Wausaukeee
828 Main Street, Wausaukeee, WI
• accepted



History of Giving

All of your earnings-to-date are tracked within the app. Those can be found within the My History of Giving section of the app. Here you'll find your overall earnings to date, as well as a break out per fundraiser. Note: You can have up to 5 fundraisers selected at one time.

1. Select the menu in the upper, left-hand corner of the app. Tap, "My History of Giving". This will bring you to the History of Giving Details Page where you'll find your earnings-to-date for all your fundraisers combined, as well as a break out, per fundraiser.



My HuTerra

- My Fundraisers
- My Receipts
- My History of Giving 
- Scan to Give

Other

- Support
- FAQ
- Feedback

Logout

My History Of Giving

Earnings to date **\$92.98**

Organization	Type	Total
Team Academy Charter Scho...	School Wishlist	\$ 55.93
Newark, New Jersey		
Seed Tree Inc	General Fundraiser	\$ 2.54
Stockton Spgs, Maine		
Mainely Girls	General Fundraiser	\$ 2.54
Rockport, Maine		
Universal School	Annual School Carwash Fundrais...	\$ 31.97
Buffalo, New York		