

PresbyBuild

Team Captain Form

Thank you for being a team captain. We are grateful for your commitment to help deserving families have safe and affordable housing. Whether this is your first time as a team captain or you have done this before, we have some helpful guidelines to make this experience smooth for you and your team.

Step 1: Recruit Team Members

- Gather at least 5 friends, family, coworkers, classmates, club members, fellow faith group members, etc.
- Reach out to potential team members via email and social media. Post flyers.
- Get your workplace involved. Invite management and other departments to join/sponsor your team.

Step 2: Register and Create Your Team Fundraising Page*

- Go to <http://habitat-newburgh-walk-for-housing-2018.everydayhero.do/> to set up your team's fundraising page. Set your team's fundraising goal high. You can do it!
- Invite team members to register under your team to create and share their own fundraising page.
- Your team page will make it easier for supporters to make donations, as well as for you to track donations, recruit team members, and spread the word.

*Please note, online team registration or team member online registration is not required.

Step 3: Start Fundraising and Keep Your Team Motivated

- Encourage friends and family to get excited about your participation and help you reach your goal.
- Hold regular team meetings to build spirit.
- Donations can be made online on your fundraising page, in cash or by check payable to Habitat for Humanity of Greater Newburgh and mailed/dropped off to: 125 Washington Street, Newburgh, NY 12550
- Day of donations can be submitted to volunteer staff at the Registration tent.
- Each walker (or team member average) to raise \$40 or more will be eligible for a free Walk t-shirt. (while supplies last)

Step 4: Complete Side Two of Form

April 22, 2018
Washington's Headquarters
12:30pm Registration ♦ 1:30pm Walk



WALK *for*
HOUSING

Team Information

TEAM NAME _____ OUR TEAM GOAL \$ _____

Team Captain Name: _____

Email: _____

Address: _____

Phone: _____

City, State: _____ Zip: _____

House Sponsorship: **PresbyBuild** Church Name: _____

- List all team members names and email addresses below.
- Ensure each team member completes and signs a Walker form. You will need to collect these before coming to the Registration tent the day of the Walk.
- Encourage team members to collect all donations by 4.13.18.
- Donations can be made online on your fundraising page, in cash or by check payable to Habitat for Humanity of Greater Newburgh and mailed/dropped off to: 125 Washington Street, Newburgh, NY 12550.
- Day of donations can be submitted to volunteer staff at the registration tent; however, it is preferred to have all donations submitted directly to Habitat by 4.13.18..
- **Collect all completed walker forms at the Walk and bring them with this form to the PresbyBuild line at the Registration tent.** It is not required that all team members come to the tent if you have each walker's signed form. You will receive t-shirt tickets to distribute to all qualified walkers. Note: If a walker does not have a completed form, please ask him/her to come with you to Registration to sign up.

<u>Team Member Name</u>	<u>eMail Address</u>	<u>Signed Walker Form</u>	<u>Amount Raised</u>
		<input type="checkbox"/>	
		<input type="checkbox"/>	
		<input type="checkbox"/>	
		<input type="checkbox"/>	
		<input type="checkbox"/>	
		<input type="checkbox"/>	
		<input type="checkbox"/>	
		<input type="checkbox"/>	
		<input type="checkbox"/>	

*use additional forms if needed

Team Total: \$ _____

Thank You!!