

Have you received an invitation to join a team? Just follow this link to join your nominated team. You will need the password given to you by your team leader.

1. Go to [www.splashforcash.com.au](http://www.splashforcash.com.au)
2. Click on **Register**
3. Select the Splash for Cash event you will be participating in.
4. Click on **Start Fundraising**
5. At the fundraising account registration page create an account by filling in the required details and clicking **Continue to next step**. You will be sent an e-mail with your unique log-in details

or

If you already have a fundraising account with Everyday Hero [sign-in and skip to the next step.](#)

6. To join an existing team click on **Join Team**
7. Search for the team name by either searching with a keyword or search by the first letter of the team name.
8. A list of results will be displayed. Select the team you would like to join.
9. You will be required to enter your team password. Enter the password and click on **Join Team**

If you do not know your team password check your invitation e-mail from your team leader or contact your team leader directly.

10. Stylise your fundraising page – select a theme for your fundraising page. Click on **Continue to next step**

### 11. Customise your Fundraising Page

**Title and target** – select a unique title for your fundraising page

**Target (\$)** – set a fundraising target for your swim... You will be surprised how generous your supporters will be!

**Unique web address** – you will be given a unique web address for your fundraising page that you can send to all your friends. This web address will default to your name but you can change this.

**Photo or video** – personalise your fundraising page with a unique photo or video that will inspire donations from your friends and family. Select

Upload photo or video

**First blog post** – why not start up a blog to keep your supporters updated on your training and fundraising progress. Remember to make regular updates.

**Personal thankyou message** – we encourage you to add a personal message of thanks that everyone who donates will receive via e-mail. Make it personal and who knows they might donate a bit more!

The email will only contain the text you enter, so please ensure you include any greetings or salutations you require.




12. Click on [Preview](#) to review your fundraising page.

13. Review your page and if you are happy with your page click on [I have finished – let's go live](#)

If you need to make additional changes click on [I need to edit my fundraising page](#). This will return you to the customise your fundraising page. Repeat steps 12 and 13 until you are happy with your page.

14. You have now completed your fundraising page and it is time to share it with your family and friends.

Click on your unique web address to your completed fundraising page.

Click on the    icons to share your fundraising page with everyone you know.

Provide your supporters with regular updates of your fundraising and training progress on Facebook and twitter.

You will be notified by e-mail every time you receive a donation.

