2021 Boeing/Your Cause Gift Match Hints

Sign into: <u>https://boeing.yourcause.com/auth/login/initiatebasic</u> Enter your BEMS ID and password.

The following page will open. Ignore the colorful pictures and click on the word Give.



That will open the "Search Organizations" page. The easiest way to find Village Theatre is to click on the button in front of "Registration ID and enter Village Theatre's EIN of 91-1077130.

BOEING	Community Volunteer	Give	
Search Organizations	My Giving		
	S	earch Organizat	ions
	Organization Na	ame O Registration ID 0 • Keywo	rd
	91-1077130		Q
Filter by Location Countries in Your Results	:1 Filter by Categor Categories in Your Re	y Filter by SDG esults: 1 SDGs in Your Result	-s: 0

Showing 1 - 1 of 1 Results Matching "91-1077130"

~	Village Theatre
	303 Front St N, Issaquah, Wa, 98027, US Registration ID: 91-1077130
SIE	Keywords: Musical Theatre, Theater, Youth Education, Village Originals, KIDSTAGE, Everett Performing Arts Center, Francis J. Gaudette Theatre, Fi
	Cope Gillette Theatre

Click on the Village Theatre icon. The following pate will open. Click the "Log an Offline Donation" button.



The next page provides space to enter the information about your gift and download a PDF of your donation.

0.00	mm/dd/yyyy	Select your Donation Type	~
Currency Converter			
ADD A DESIGNATION (OPTIONAL)			
None	0	~	
	ON OR RECEIPT (REQUIRED – THIS M R EMAIL.) (REQUIRED*)	AY BE A SCREENSHOT,	
PHOTO OR .PDF OF THE LETTER O	· - · · · · · · · · · · · · · · · · · ·		

There are a couple more pages after this where you will be asked to confirm you wanted your gift matched, and whether you want to provide contact information to Village Theatre. (Please note, if you choose "Anonymous" we will be unable to give you credit for the match, as we won't know who you are.)

When you finish, the website will confirm your gift match request. If you are able to make a screen shot of that information and forward it to **sshort@villagetheatre.org** we will give you credit for the match right away rather than waiting for Boeing's next quarterly gift match payment.

Thank you so much for taking the time to request a match. It is greatly appreciated by Village Theatre.

If you have difficulty logging into the Boeing gift match website, administered by Your Cause, please contact Your Cause through email at:

<u>boeing-support@yourcause.com</u> or by calling Your Cause Employee Customer Advocate Center, open 7am - 7pm CST M-F

Local: (972) 755-3950 Toll Free: (866) 751-6031.

The Your Cause Support Team will be able to assist you in getting logged in and also in adding your volunteer time.