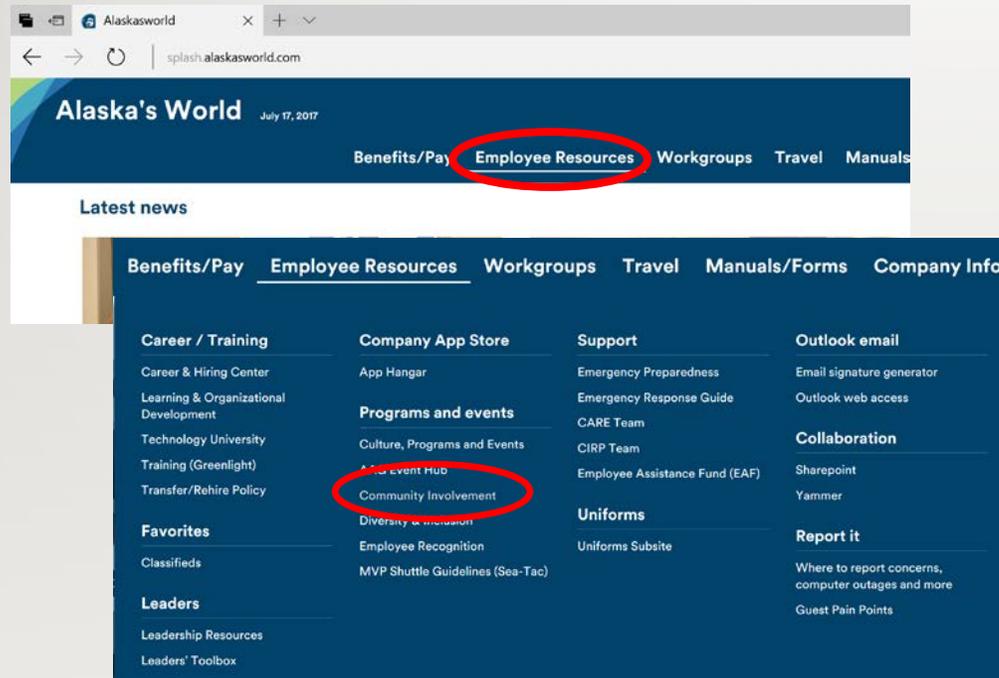




# Alaska Air Group Matching Funds Request

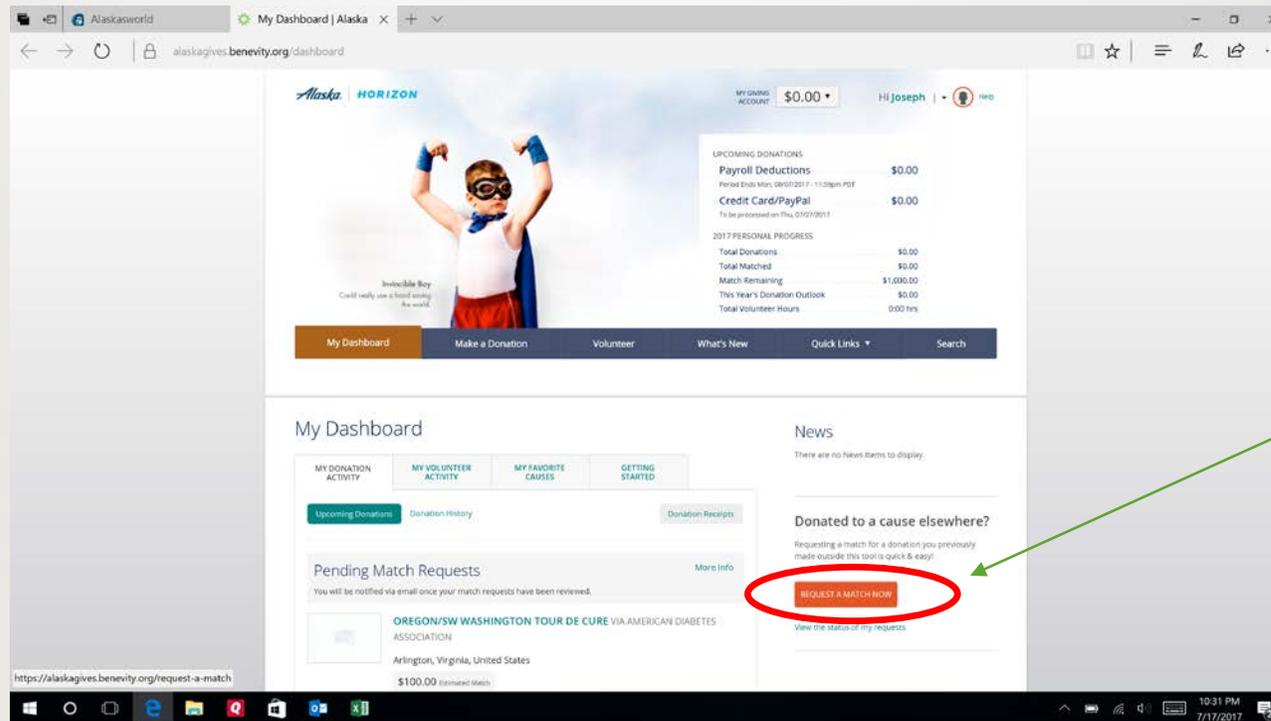
STEPS NEEDED FOR AAG MATCHING FUNDS DONATION

# Login to Alaskasworld or Onyourhorizon



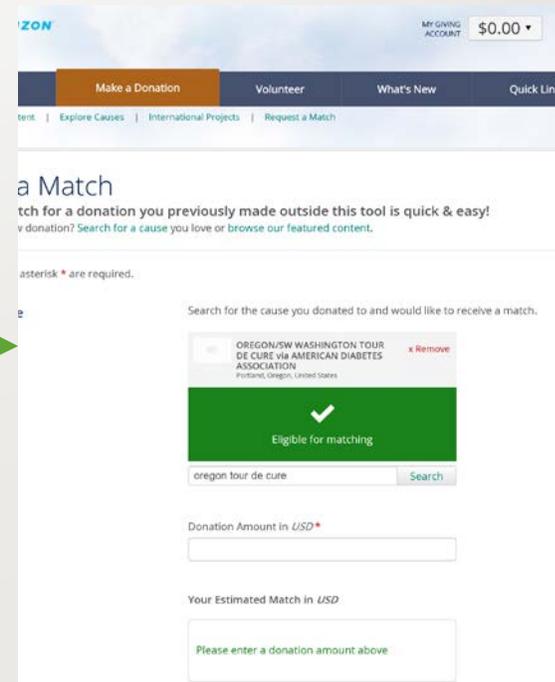
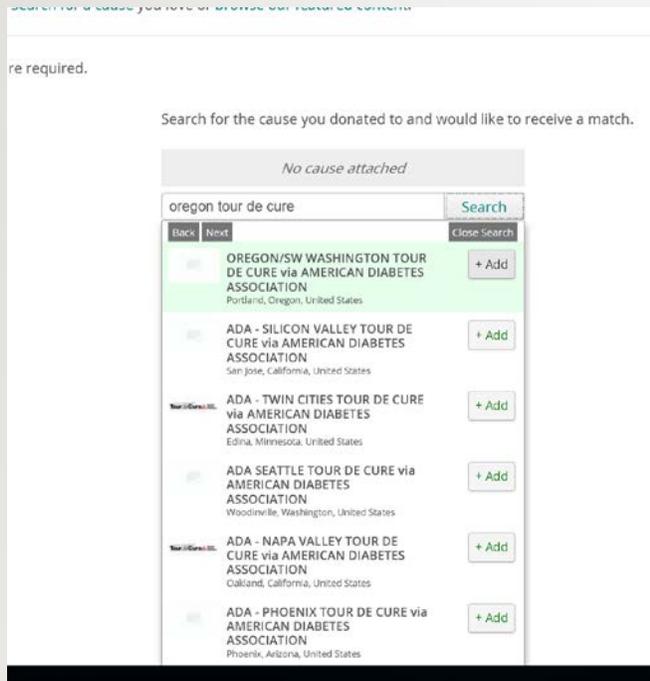
Navigate to the Community Involvement link. Select Employee Resources on Alaskasworld and the link is available on the Onyourhorizon homepage.

If this is your first time logging in you must verify your account. If you are returning or once verified you will see this page.



Once logged in select the "Request a Match Now" button.

Enter and search for Oregon Tour de Cure. When the list appears select “ADD” and you will receive the charity verification on the right.



Enter the amount of the requested match. In most cases the estimated match will be the same. Also select the date the donation was made not the date of the matching request.

atch

✓  
Eligible for matching

oregon tour de cure

ails

Donation Amount in USD \*

Your Estimated Match in USD

\$125.00

Donation Date (YYYY-MM-DD) \*

Receipt

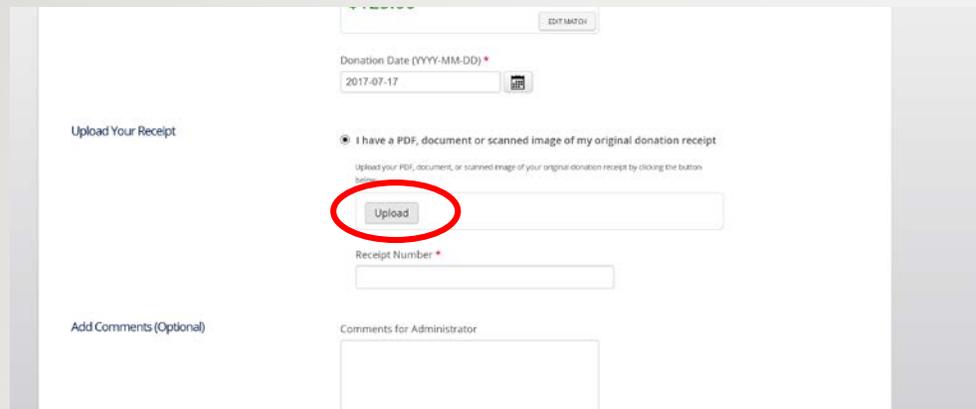
I have a PDF, document or scanned image of my original donation receipt

Upload your PDF, document, or scanned image of your original donation receipt by clicking the button below.

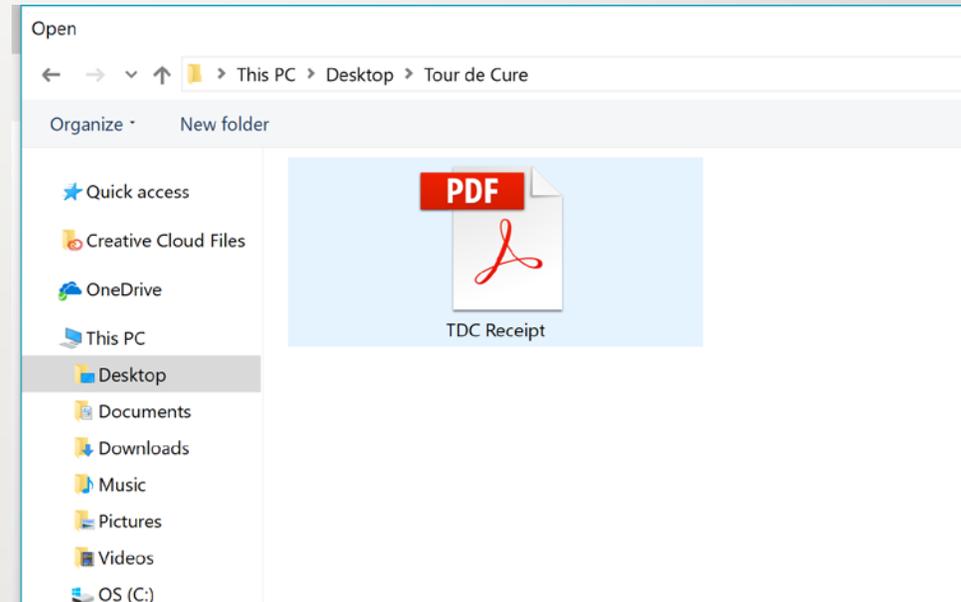
Receipt Number \*



Save the PDF receipt to the computer. Select “Upload” on the Community Involvement site. Navigate to the receipt in the new window. Select the file with a double click or “Open.”



The screenshot shows a web form titled "Upload Your Receipt". It includes a date field for "Donation Date (YYYY-MM-DD)" with the value "2017-07-17". Below this, there is a radio button selected for "I have a PDF, document or scanned image of my original donation receipt". Underneath this selection, there is a text input field and a button labeled "Upload" which is circled in red. Below the "Upload" button is a field for "Receipt Number" and a larger text area for "Comments for Administrator".



Complete the “Comments for Administrator” and “Comments for Charity” with information directing the funds to the local ADA office on the rider’s behalf. Please use the text below to direct the funds to your recipient. AAG/Benevity only directs the funds to the national office. This step is critical to ensuring the funds are available locally.

Add Comments (Optional)

Comments for Administrator

Please direct funds to the Oregon/SW Washington ADA office. Donated on behalf of Recipient team member of Paige's Pilots. 2017 Tour de Cure.

Additional comments you would like to pass to the administrator of your giving program.

Comments for Charity

Please direct funds to the Oregon/SW Washington ADA office. Donated on behalf of Recipient team member of Paige's Pilots. 2017 Tour de Cure.]

You may choose to send a message to this charity along with your gift. Please note that specific instructions on the use of these funds are not binding for the recipient. Your first and last name will be included with any optional comments you choose to add.

Next: Confirm Match Request

Once you've completed the text boxes click "Next Confirm Match Request."

The Community Involvement site will offer a final confirmation. If it all looks good select “Submit Match Request.” An on screen transaction report will be displayed and the match is being processed.

alcti

### Please Confirm Your Donation

Donation Amount  
**\$125.00**

---

Estimated Match  
**\$125.00**

---

Receipt Number  
1098-8262-1-6997483-7015147

---

Comments for Administrator  
Please direct funds to the Oregon/SW Washington ADA office. Donated on behalf of Joe Lenney team member of Paige's Pilots. 2017 Tour de Cure.

---

Comments for Charity  
Please direct funds to the Oregon/SW Washington ADA office. Donated on behalf of Joe Lenney team member of Paige's Pilots. 2017 Tour de Cure.

[Make changes to this donation](#)

**Please Confirm Your Donation:** By making this submission, I confirm that the above information is accurate and complies with my company's rules and guidelines for giving and/or volunteering.

[Submit Match Request](#)

NEW MATCH REQUEST

## Oregon/SW Washington Tour de Cure via American Diabetes Association

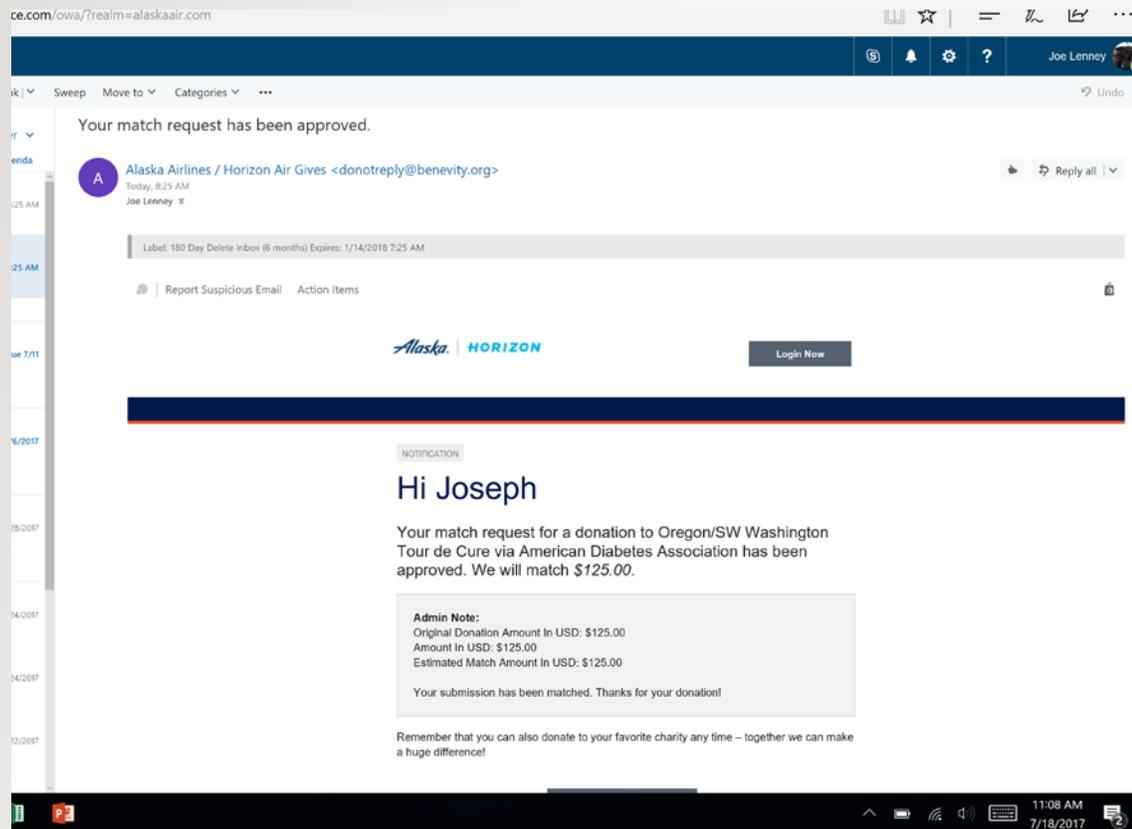
**Your Match Request has been sent successfully.**  
When your Match Request has been processed you will be notified via email.



Cause Name	Oregon/SW Washington Tour de Cure via American Diabetes Association
Donation Amount	\$125.00
Your Estimated Match in USD	\$125.00

- > [Request another Match for Oregon/SW Washington Tour de Cure via American Diabetes Association](#)
- > [Make a new Match Request](#)
- > [Check the status of your Match Requests](#)

Once approved the Community Involvement Administrator will email confirmation to the donor. Please forward that email to the team member who will then forward it to our ADA office for tracking.



Thank you for your donation and matching gift contribution! Please also remember during tax time that the ADA is a qualifying 501(c)3 organization and your personal gift is tax deductible!

# Paige's Pilots

Est. 2012

