



Dear Pledge Captain,

Thank you for participating in the 2008 Ottawa Dragon Boat Pledge Challenge. To date over \$1,200,000 has been raised for charity! This would not have been possible without the dedication and support of the paddlers.

The idea behind the pledge kit is to provide you with the materials and information you need to ensure your team is successful with their fundraising efforts. It is recommended that you meet with your team to discuss the Pledge Challenge, share the contents of the pledge kit and work together as a team to create a plan that will enable your team to meet its fundraising goal. Inside the kit you will find official pledge forms, fundraising tips and ideas, important information about the Pledge Challenge, prize information and additional information about our selected charities. Most items included in the pledge kit are available to download from our website (www.dragonboat.net/pledge_challenge.php) should additional copies be required.

When distributing the included Pledge forms please make sure to write the team number, team name, and captain's name on each form before handing them out to your team members. This will ensure that all pledges are assigned to the correct team. Remind your team members that our convenient online donation system is available through our website (www.dragonboat.net); and that by utilizing this system you and your team have access to exclusive prizes based solely on online donation totals.

All team members have access to the online registration system through www.dragonboat.net, where they can login to the team administration area using their individual username and password. From there they can monitor their individual online donation totals, send e-mail requests and much more. It is important to note that online donation totals do not include any manual pledges that have been collected. Individuals will have to add the two totals together to calculate their overall pledge total. Manual pledges may be entered into the online system by participants should they wish to increase their online total. More information on how to do this and the online system can be found in the pledge kit.

If you have any questions please contact me at the office at (613) 238-7711 ext. 223 or e-mail me at pledge@dragonboat.net. I look forward to working with you and your team this year as we strive to exceed our 2008 fundraising target of \$250,000.

Chris Raines
Coordinator - Ottawa Dragon Boat Foundation