

# POLAR PLUNGE GROUP FUNDRAISER

Thank you for participating in the Polar Plunge Group Fundraiser! Get started by registering on the online group pledge platform, GiftTool. All groups plunging must be associated with a nonprofit organization or school. Documentation may be requested.

Pledges can be collected online or in person. In person pledges can be cash or check and should be recorded on the Pledge Collection Form. **Please make checks payable to RFR.** All pledges must be turned in to RFR. After the plunge, we'll mail you a check. The more money you raise the more comes back to your organization or group!

- Raise up to \$999 and receive a check for 50%
- Raise \$1000 to \$2999 and receive a check for 60%
- Raise over \$3000 and receive a check for 70%

Groups must raise a minimum of \$250 to take the plunge and receive a return.

## Using the Online Pledge Platform

1. Register your group using our online pledge platform:  
<https://www.gifttool.com/athon/RegisterNow?ID=1318&AID=3883>
2. Click "Register Now"
3. Join an existing team, or create your own.
4. Enter your new team name along with your fundraising and participant goals, or join a team by searching the team name or the team leader.
5. Select the registration option saying you will participate in the Polar Plunge on March 2nd at 2:00 pm.
6. If you choose to, get a head start on your fundraising by making a contribution toward your fundraising goal!
7. Continue through the checkout procedure.
8. Print off or save your registration information.
9. Customize your team page (as a group leader) and your own personal fundraising page.
10. Once registered, you will have your own pledge home page. There you can view and customize your fundraising page, view your fundraising progress, and view messages from your team leader and the Bayfield Rec Center.
11. Next to the Home tab is a tab to edit your web page that potential donors will see and donate through.
12. On that same row of tabs, you can send emails to prospective team members, donors, and thank you letters using one of our pre-formatted templates or by starting an email from scratch. There you can also manage your address book where you can view, add, and delete addresses that your emails go out to.
13. Under the Record Pledges tab, you are able to record any pledges that you have taken in person in the form of cash or check.
14. Under Your Progress and Team Progress, you can keep track of donations raised by your team.

**FIND YOUR FIT WITH RFR AND MAKE 2019 YOUR YEAR!**

[www.recreationandfitnessresources.org](http://www.recreationandfitnessresources.org) | 715-779-5408 | [info@recreationandfitnessresources.org](mailto:info@recreationandfitnessresources.org)

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## Waivers

All plungers must turn in a signed waiver before plunging. Waivers for plungers under 18 years of old must be signed by a parent or guardian. Waivers are available on our website and at the Bayfield Rec Center. We're also happy to email you one!

## Taking the Plunge!

The action is at the Bayfield Lakeside Pavilion at **2 E Front St, Bayfield, WI 54814** in downtown Bayfield at the bottom of Rittenhouse Avenue near Memorial Park and the Bayfield Inn.

**Sign in is from 12:00 pm to 1:30 pm.** At sign in, you'll let us know you are here, sign or turn in waivers, and turn in cash and check pledges. All plungers must sign in and all plungers must have a signed waiver turned in before plunging.

There will be large group changing rooms provided in the Pavilion.

Your plunge enjoyment is partially dependent on your preparation. Please make sure to eat and drink adequately on the big day. You should bring the following items with you:

- Whatever you are plunging in - costumes are encouraged, but not required.
- We strongly encourage you to wear some sort of footwear for the plunge itself.
- A towel
- A warm, cozy change of clothes. Don't forget a dry pair of shoes or boots!

**The Polar Plunge starts at 2:00 pm.** We will send plungers out in groups to minimize time outside. You'll walk out of the Pavilion, down a short flight of stairs onto the ice and to the hole. No diving is permitted, but you can step, leap, or cannonball into the hole! Most people will be able to touch the bottom and there will be a ladder on the far side of the hole to exit on. Coast Guard and Bayfield Fire Department members will be stationed in and around the hole to assist you, if necessary.

After your plunge, return to the Pavilion to change into dry clothes or head to the Bayfield Rec Center to warm up in the hot tub and sauna - all plunge participants will receive a complimentary Day Pass to the Rec Center!

Thanks again for choosing to plunge and supporting our mission and yours!

If you have any questions or need anything at all, don't hesitate to contact us!



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