Donations Offline

Any donation that isn't directly paid onto an online fundraising page will be classed as an offline donation. This includes cash sponsorship, cheques, and money raised from any of your own events. Upon receiving donations for Meningitis Research Foundation (MRF), please ensure that they are paid to us as soon as possible. Holding on to money can put you at risk of theft, so please pay in any donations as soon as you can.

Paying your money via bank transfer

Please use the details below when making the payment, and don't forget to tell your charity contact the amount donated, date of the transfer, and the reference used:

Bank name: Bank of Ireland Sort Code: 90-01-71 Account Number: 70317986 BIC/SWIFT: BOFIIE2D IBAN: IE45 BOFI 9001 9970 3179 86

Reference: Your surname and what the money is for (e.g. John Smith paying in sponsorship for the Dublin Marathon would use 'SMITH – DM sponsorship').

Sending in a cheque

Please ensure that cheques are made out to Meningitis Research Foundation and are sent to your nearest MRF Office, alongside a note stating your full name and what the money is from:

Meningitis Research Foundation

Park House Suite 204 10 Park Street Bristol BS1 5HX

Recording your offline donations

If you have an online fundraising page, once you have paid the money to us and we have confirmed receipt of your payment, you can add it to your page as an 'Offline donation'. The way you do this will vary depending on which fundraising platform you are using, but for iDonate the process is as follows:

- 1. Log in to your iDonate account
- Scroll down to your pages and click 'Edit Page'
- 3. Scroll to section 4 of your fundraising page details where you will see:
 'Offline Donations If you have received donations offline, you can add the amount to your page total at any stage'
- 4. Enter the amount that you have raised offline, and click save

Thank you

Thank you so much for donating to Meningitis Research Foundation, your generosity will help bring us a step closer to defeating meningitis and septicaemia.

www.meningitis.org

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