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For questions regarding our site or troubleshooting  
please contact our office at [cvmadvancement@vt.edu](mailto:cvmadvancement@vt.edu)  
or (540) 231-0465

## First-Time Users

1. Select Register as a new user.



Log in.

Email

Password

Remember me?

Log in

Register as a new user

Forgot your password?

2. Create an account for your practice. Add a contact for your practice.



Create Account

Individual  Practice

Practice Name

Northwest Veterinary Practice

Name of the organization or practice

Contact First Name

John

Contact Last Name

Smith

Email

info@northwestveterinarypractice.cc

Password

.....

- at least 6 characters
- at least 1 uppercase character
- at least 1 lowercase character
- at least 1 symbol character

Confirm password

.....

3. Input your donation amount



Donation Amount




*Donations of more than \$10 per pet include a customized letter sent to the pet's family.*

4. Edit your information if needed. If no changes, save and continue.



## Donor

Salutation

How you would like to be greeted; e.g. Smith Family, John, or John and Sally.

First Name

Last Name

Email

Phone

Address

Address 2

City

State

Zip

Country

5. Choose to enter honoree(s) directly into the website or upload multiple honorees at one time using our excel template.

Donation

---

## Donor

<b>Name:</b> John Smith	<b>Donation Amount</b> \$150.00
<b>Email:</b> ohhlivia.lowery@yahoo.com	<a href="#" style="background-color: #28a745; color: white; padding: 2px 5px; border-radius: 3px;">Edit</a>
<b>Phone:</b> 5402313927	
<b>Billing Address:</b> 1111 Vet Way Blacksburg, Virginia 24060 United States	

[Edit](#)

## Honoree(s)

Pet	Owner	Address	<a href="#" style="background-color: #28a745; color: white; padding: 2px 5px; border-radius: 3px;">Add</a>	<a href="#" style="background-color: #28a745; color: white; padding: 2px 5px; border-radius: 3px;">Upload</a>	<a href="#" style="background-color: #28a745; color: white; padding: 2px 5px; border-radius: 3px;">Download Template</a>
<a href="#" style="background-color: #800000; color: white; padding: 2px 5px; border-radius: 3px;">Donate by Check</a>		<a href="#" style="background-color: #800000; color: white; padding: 2px 5px; border-radius: 3px;">Donate by Credit Card</a>			

6. Enter honoree(s) directly into the website.

Add
Upload
Download Template

Honoree

---

Pet Name

Pet Species

Owner's First Name

Owner's Last Name

Owner's Salutation  
  
How you would like them to be greeted, for example "Smith Family" or "Jim and Sally"

Owner's Address

7. Or upload multiple honorees using our excel template.



**Download our excel template and enter honoree information in all fields.**

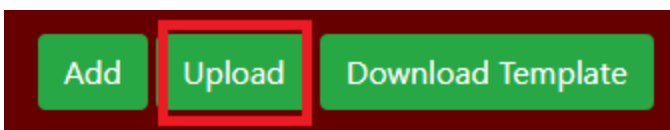
Donation-Template - Excel

File Home Insert Page Layout Formulas Data Review View Help ACROBAT Tell me what you want to do

Clipboard Font Alignment Number Styles

D22

	A	B	C	D	E	F	G	H	I	J
1	OwnerFirstName	OwnerLastName	OwnerSalutation	Address1	Address2	City	State Abbrev	Zip	PetName	PetSpecies
2	John	Narrows	Narrows Family	1212 givens lane		New York	NY		Spot	Canine
3	Sam	Barrow	Sam	333 shady grove		San Francisco	CA		Piccolo	feline
4	Jim and Susan	Kyle	Jim and susan	1515 alex street		Chicago	IL		Cornbread	feline
5	Kelly	Wyth	Wyth Family	106 pink circle		New York	NY		Tom	canine
6	Xander	Smyth	Smyth Family	808 kitty blv		New York	NY		Smokey	equine
7										



**Upload completed template and review the auto-populated information. Edit as needed.**

Edit

Honoree(s)

Pet	Owner	Address	Add	Upload	Download Template
Spot (Canine)	John Narrows	1212 Givens Lane New York, New York 10001 United States			Edit
Piccolo (Feline)	Sam Barrow	333 Shady Grove San Francisco, California 94016 United States			Edit
Cornbread (Feline)	Jim and Susan Kyle	1515 Alex Street Chicago, Illinois 60007 United States			Edit
Tom (Canine)	Kelly Wyth	106 Pink Circle New York, New York 10001 United States			Edit
Smokey (Equine)	Xander Smyth	808 Kitty Blv New York, New York 10001 United States			Edit

Donate by Check

Donate by Credit Card

8. Donate by check.

Create check and mail it to the Office of Advancement. Tribute letters will not be sent until check is received.



Thank you for your gift

Please send your donation check to:

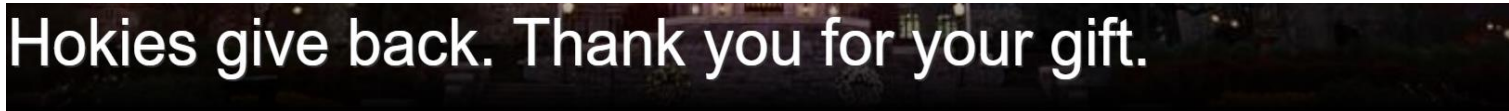
Office of Advancement  
 VA-MD College of Veterinary Medicine  
 215 Duck Pond Drive, Suite 2002  
 Blacksburg, VA 24061

*Please note that the memorial letters will not be sent out until the check is received.*

[Return to Home Page](#)

9. Or donate by credit card.

You will be redirected to Virginia Tech's giving website. Review details and add gift to cart.



If you have any questions about this giving form, or need assistance in making your gift, please contact Virginia Tech Gift Accounting at 800-533-1144 or give.to.vt@vt.edu.

Please review the below information.

My gift details

Select a gift amount:
 

\$25	\$50	\$100	\$250	\$500	\$1000	<b>\$ 150.00</b>
------	------	-------	-------	-------	--------	------------------

 Select an area:
 

College of Veterinary Medicine
--------------------------------

Gift Frequency:
 

<b>One-time</b>	Monthly
-----------------	---------

 Select a fund:
 

Veterinary Memorial Fund
--------------------------

Apply my donation to an existing pledge

[Add this gift to your cart](#)

## Review auto-populated information and select give now.

Your gifts for this transaction:

College of Veterinary Medicine	Veterinary Memorial Fund	\$150.00	
--------------------------------	--------------------------	----------	--

The total gift amount for this transaction is: **\$150.00**

### My information

Gift type:  Personal  Corporate

Title:

Name:

Add Spouse/ Partner?:  Yes  No

Contact:

Alumni:

Address:

Is your billing address different from your mailing address?  
 Yes  No

Would you like to provide additional comments or special instructions about your gift?  
 Yes  No

\* Please enter your email address to receive a confirmation of your gift from [give.to.vt@vt.edu](mailto:give.to.vt@vt.edu)

Give now

Payment Info  
1 / 2

Payment Method:

Pay with card

Card Number:

Expiration Date (MM/YY):  CVV (3 digits):

Postal Code:

[Choose another way to pay](#)

Choose between credit card or Paypal transaction. Enter payment information and review final transaction details.

Payment Summary  
2 / 2

**Gift Information**

Donor Name	John Smith	
Fund Designations	Description	Amount
	College of Veterinary Medicine	Veterinary Memorial Fund
	<b>Total</b>	<b>\$150.00</b>

**Billing Information**

Gift Frequency: One-time

Total: \$150.00

Billing Address: 1111 Vet Way Blacksburg, VA 24060

Country: US

Daytime Phone: (540) 231-3927

E-mail: donations@southvet.com



Thank you for your gift

[Return to Home Page](#)

Donation complete.  
Transaction complete and honoree(s) submitted.

## Donate as Returning User

1. Log in with username and password.



Log in.

Email

Password

Remember me?

**Log in**

[Register as a new user](#)

[Forgot your password?](#)

2. Select make a donation from the menu and add a donation amount.



Donation Amount

**Save and Continue**

**Cancel**

*Donations of more than \$10 per pet include a customized letter sent to the pet's family.*



3. Edit your information if needed. If no changes, save and continue.



## Donor

Salutation

South Veterinary Practice

*How you would like to be greeted; e.g. Smith Family, John, or John and Sally.*

First Name

John

Last Name

Smith

Email

donations@southvet.com

Phone

555-5555

Address

1111 Vet Way

Address 2

City

Blacksburg

State

Virginia

Zip

24060

Country

United States

Save and Continue

4. Choose to enter honoree(s) directly into the website or upload multiple honorees at one time using our excel template.

Donation

Donor

<b>Name:</b> John Smith	<b>Donation Amount</b> \$150.00
<b>Email:</b> ohhllivia.lowery@yahoo.com	<a href="#">Edit</a>
<b>Phone:</b> 5402313927	
<b>Billing Address:</b> 1111 Vet Way Blacksburg, Virginia 24060 United States	

[Edit](#)

Honoree(s)

Pet	Owner	Address
<a href="#">Add</a> <a href="#">Upload</a> <a href="#">Download Template</a>		

[Donate by Check](#) [Donate by Credit Card](#)

5. Enter honoree(s) directly into the website.



Honoree

Pet Name

Pet Species

Owner's First Name

Owner's Last Name

Owner's Salutation  
  
How you would like them to be greeted, for example "Smith Family" or "Jim and Sally"

Owner's Address

6. Or upload multiple honorees using our excel template.



**Download our excel template and enter honoree information in all fields.**

Donation-Template - Excel

File Home Insert Page Layout Formulas Data Review View Help ACROBAT Tell me what you want to do

Clipboard Font Alignment Number Styles

	A	B	C	D	E	F	G	H	I	J
1	OwnerFirstName	OwnerLastName	OwnerSalutation	Address1	Address2	City	State Abbrev	Zip	PetName	PetSpecies
2	John	Narrows	Narrows Family	1212 givens lane		New York	NY		Spot	Canine
3	Sam	Barrow	Sam	333 shady grove		San Fransisco	CA		Piccolo	feline
4	Jim and Susan	Kyle	Jim and susan	1515 alex street		Chicago	IL		Cornbread	feline
5	Kelly	Wyth	Wyth Family	106 pink circle		New York	NY		Tom	canine
6	Xander	Smyth	Smyth Family	808 kitty blv		New York	NY		Smokey	equine
7										



**Upload completed template and review the auto-populated information. Edit as needed.**

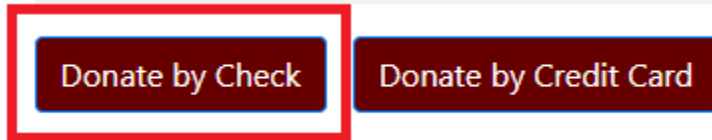
[Edit](#)

## Honoree(s)

Pet	Owner	Address	<a href="#">Add</a>	<a href="#">Upload</a>	<a href="#">Download Template</a>
Spot (Canine)	John Narrows	1212 Givens Lane New York, New York 10001 United States			<a href="#">Edit</a>
Piccolo (Feline)	Sam Barrow	333 Shady Grove San Fransisco, California 94016 United States			<a href="#">Edit</a>
Cornbread (Feline)	Jim and Susan Kyle	1515 Alex Street Chicago, Illinois 60007 United States			<a href="#">Edit</a>
Tom (Canine)	Kelly Wyth	106 Pink Circle New York, New York 10001 United States			<a href="#">Edit</a>
Smokey (Equine)	Xander Smyth	808 Kitty Blv New York, New York 10001 United States			<a href="#">Edit</a>

[Donate by Check](#)[Donate by Credit Card](#)

## 7. Donate by check.



**Create check and mail to the Office of Advancement. Tribute letters will not be sent until check is received.**



Thank you for your gift

Please send your donation check to:

Office of Advancement  
VA-MD College of Veterinary Medicine  
215 Duck Pond Drive, Suite 2002  
Blacksburg, VA 24061

*Please note that the memorial letters will not be sent out until the check is received.*

[Return to Home Page](#)

8. Or donate by credit card.

Donate by Check

Donate by Credit Card

You will be redirected to Virginia Tech's giving website. Review details and add gift to cart.

# Hokies give back. Thank you for your gift.

If you have any questions about this giving form, or need assistance in making your gift, please contact Virginia Tech Gift Accounting at 800-533-1144 or give.to.vt@vt.edu.

Please review the below information.

## My gift details

### Select a gift amount:

\$25

\$50

\$100

\$250

\$500

\$1000

\$ 150.00

### Select an area:

College of Veterinary Medicine

### Gift Frequency:

One-time

Monthly

### Select a fund:

Veterinary Memorial Fund

Apply my donation to an existing pledge

Add this gift to your cart

## Review auto-populated information and select give now.

### Your gifts for this transaction:

College of Veterinary Medicine

Veterinary Memorial Fund

\$150.00



The total gift amount for this transaction is: \$150.00

## My information

### Gift type

Personal

Corporate

### Title

Please select a title

### Name

John

Middle

Smith

### Add Spouse/ Partner?

Yes

No

### Contact

donations@southvet.com

(540) 231-3927

### Alumni

Graduation Year

### Address

1111 Vet Way

Suite / Apartment Number

Blacksburg

Virginia

24060

United States

### Is your billing address different from your mailing address?

Yes

No

### Would you like to provide additional comments or special instructions about your gift?

Yes

No

\* Please enter your email address to receive a confirmation of your gift from give.to.vt@vt.edu

Give now

Payment Info 1 / 2

Payment Method:

Pay with card

VISA    MASTERCARD    AMEX    DISCOVER

Card Number  
.....

Expiration Date (MM/YY)    CVV (3 digits)  
MM/YY    ...

Postal Code  
24060

Choose another way to pay

Cancel    Review Payment Summary

**Choose between credit card or Paypal transaction. Enter payment information and review final transaction details.**

Payment Summary 2 / 2

**Gift Information**

Donor Name    John Smith

Fund Designations	Description	Amount
	College of Veterinary Medicine	Veterinary Memorial Fund
<b>Total</b>		\$150.00

**Billing Information**

Gift Frequency    One-time

Total    \$150.00

Billing Address    1111 Vet Way Blacksburg, VA 24060

Country    US

Daytime Phone    (540) 231-3927

E-mail    donations@southvet.com

Cancel    Edit Payment Info    Confirm



Thank you for your gift

Return to Home Page

Donation complete.  
Transaction complete and honoree(s) submitted.

## Manage Account

1. Log in with username and password.



Log in.

Email

donation@southvet.com

Password

.....

Remember me?

Log in

[Register as a new user](#)

[Forgot your password?](#)

2. View your donation history in the “Donation History” tab.



### Donation History for John Smith

Show  entries

Search:

Amount	Honree	Created
150.00	Spot	11/06/2019 10:51 AM
160.00	Max	11/06/2019 10:51 AM

Showing 1 to 2 of 2 entries

Previous **1** Next

3. Make changes to your profile any time in the “My Profile” tab.

Make a Donation    Donation History    **My Profile**    donations@southvet.com    Log off



## My Profile

Salutation

South Veterinary Practice

How you would like to be greeted; e.g. Smith Family, John, or John and Sally.

First Name

Marth

Last Name

Johnson

Email

donations@southvet.com

Phone

5402313927

Address

1111 Vet Way

Address 2