**Placing an order with Class Fundraising for Christmas 2023**

You will have received your parent order card and that has two codes, an ORG code and a DESIGN code. You need these two pieces of information in order to place an order. If you have not received your parent order card or have lost it before unlocking your Childs image then you will need to contact your organiser as Class Fundraising cannot give out these details direct to parents due to data protection law.

The first stage is to log on to approve.myfundraisinghub.com in your internet browser– There is no need for www.

You will see the welcome screen….
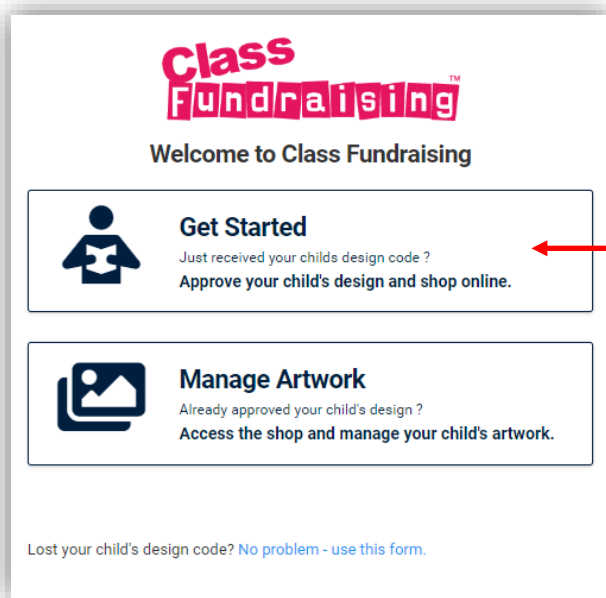
Click 'Get Started' on the welcome screen and it will take you to the page where you unlock your Childs image. On this screen you need to input the ORG code and Design code from the parent order form. Then click on 'Find Drawing'
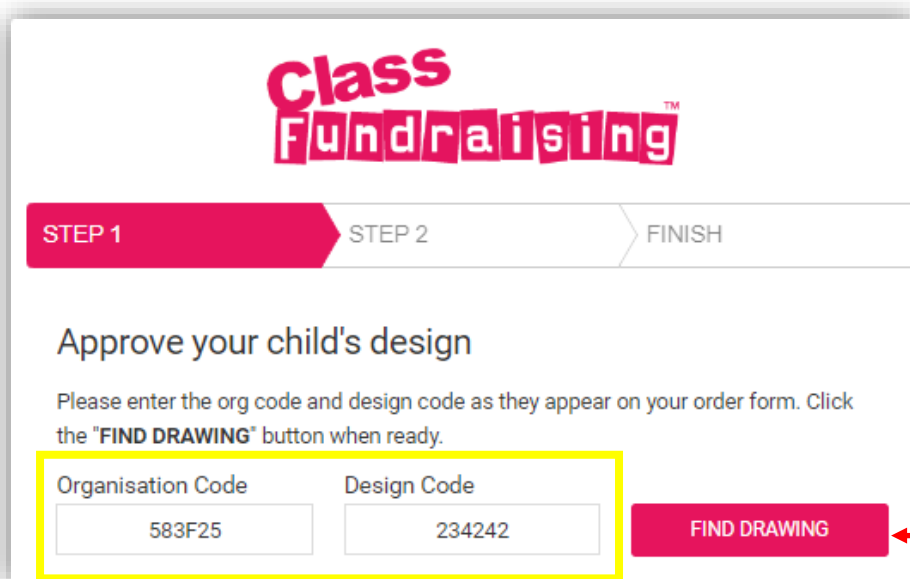
Your Child's drawing will then be displayed. This should match the drawing on your parent order card.

You then need to scroll further down the page and complete the required fields – Please make sure you type your Child's name in the correct place and use capital letters where appropriate and spacing as this information that you type is printed on the final products. Then select the correct class and then fill in your own details. Once you have done that then check the confirmation

If you are unhappy with your childs design (if it has scan marks for instance) please tick the second box and give us a brief description of the issue before clicking submit. **PLEASE NOTE – We can not make graphical changes to your design or add/remove components apart from obvious issues caused when scanning the drawing.**

You will then see a summary of what you have entered to double check the detail. Once you have completed this then tick the confirmation box and then 'Next'

You will then get a success page and when you click 'Shop Now' then you will be able to access your organisations online shop. Ensure you place your order as soon as possible. You can double check shop closing dates with your organiser.
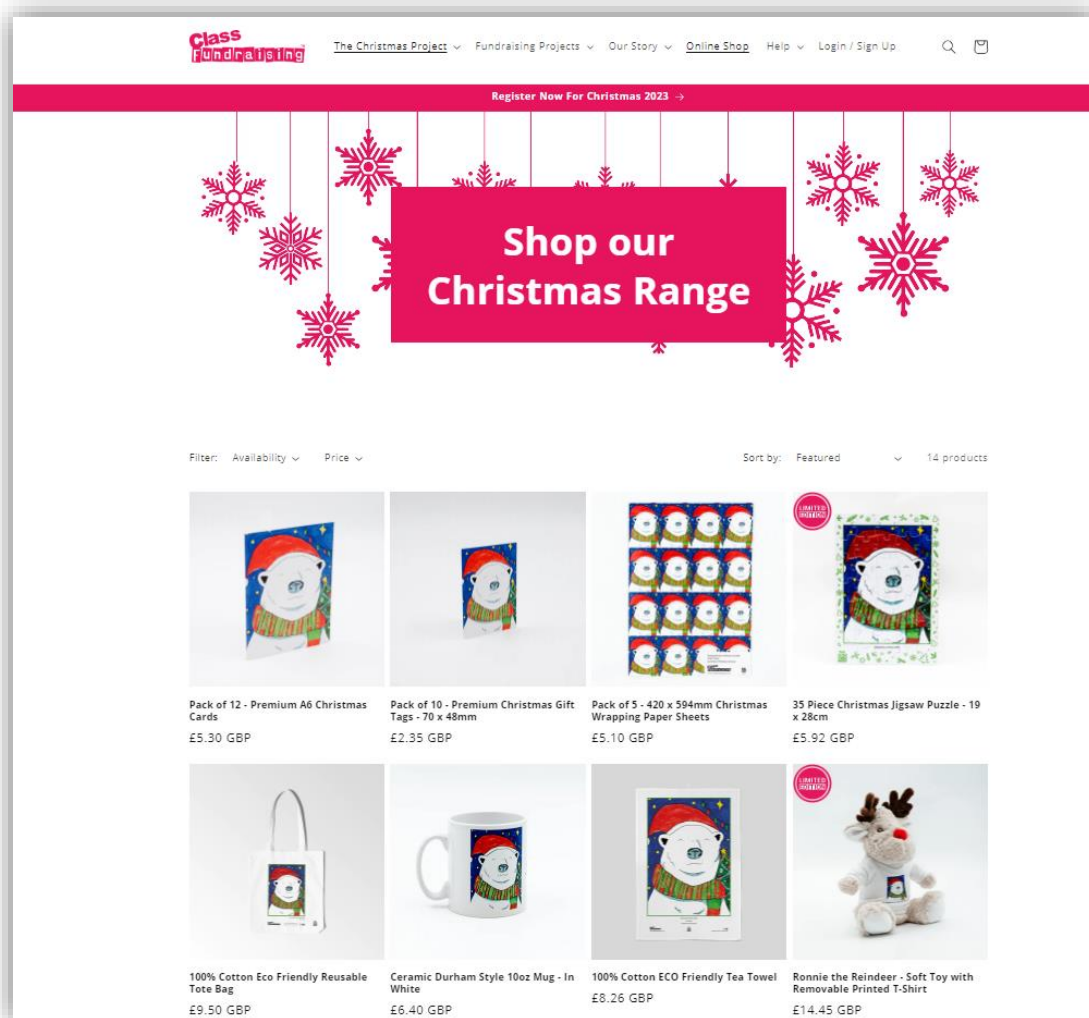
You will then be re-directed to shop.classfundrasining.co.uk and you will be able to place orders for your Childs design across a range of products. The shop works just like any other ecommerce store and is easy to navigate.

When you select a product the only difference you will find to a normal online shop is that you need to add the ORG code and DESIGN code into the product screen so that we print your Childs design on the product.

PLEASE NOTE

If you have multiple children at the same school then ensure you enter the correct design code and it does not autofill.

If you have children at different schools you will need to complete completely separate online orders in that we cannot mix ORG codes within the same order.
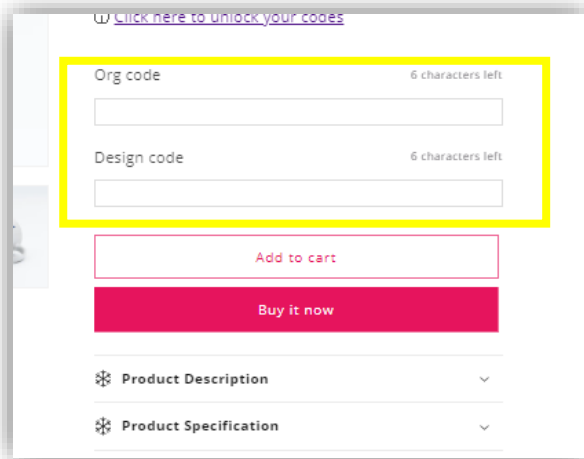
On each product page you will find a full product description and the technical specifications.
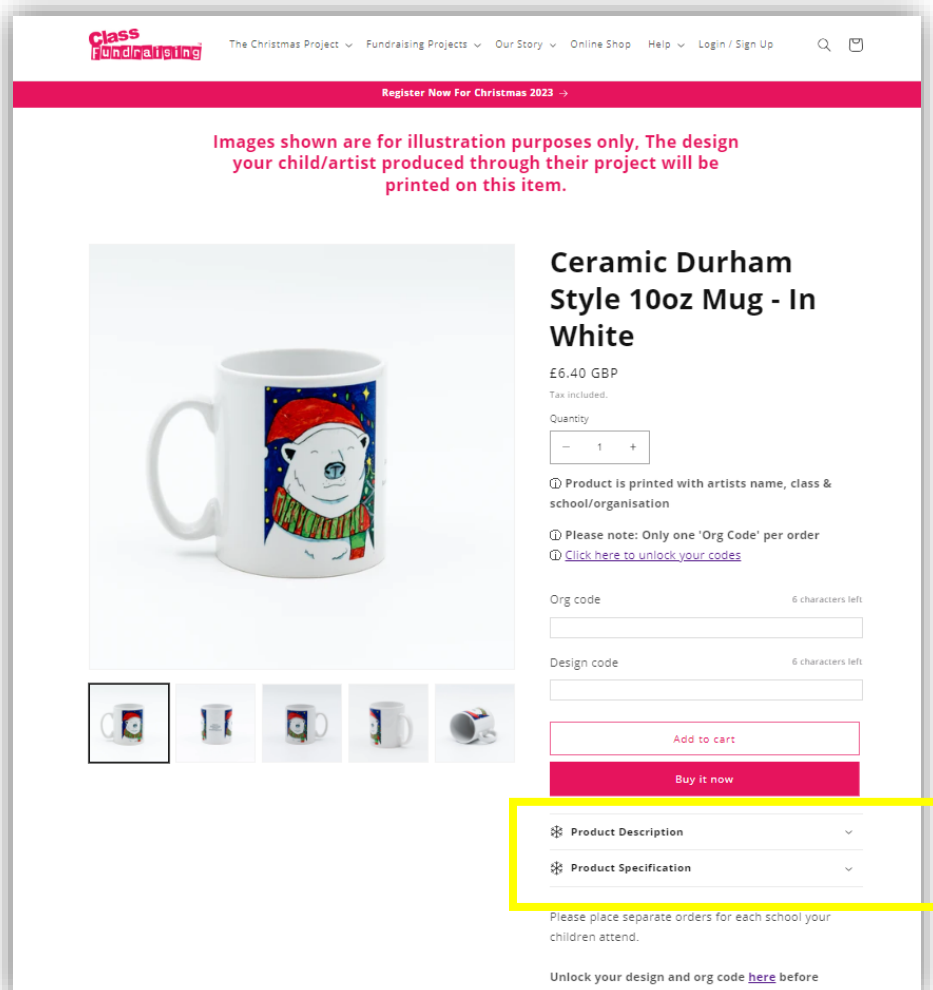
Once you are happy with your purchases then check-out is just like any other online store.

You will not get delivery updates from Class Fundraising, you should contact your organiser for updates. Deliveries will be made to your school/organisation in up to 4 consignments and are typically:

- o Paper products – Cards, tags and wrapping paper
- o Mugs
- o Fabrics – Tea towels and bags
- o Gifting products

Depending on the shop closing date and when you place your order it could take **2-4 weeks for your products to arrive at your school/organisation.**

Amending your Childs details

Should you wish to amend your Child's details then this can also be done at the unlock screen at approve.myfundraisinghub.com . **PLEASE NOTE – This can only be done up until the point your organsiations store closes as that is when the final print file is created.**
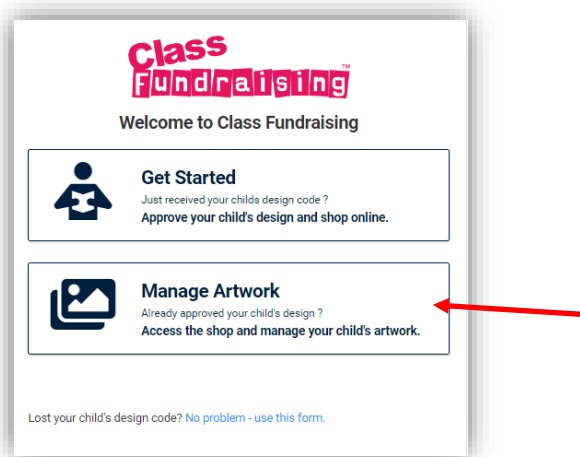
Once you click on manage artwork you need to input the ORG code and DESIGN code to access your Childs details and then 'Find Drawing'
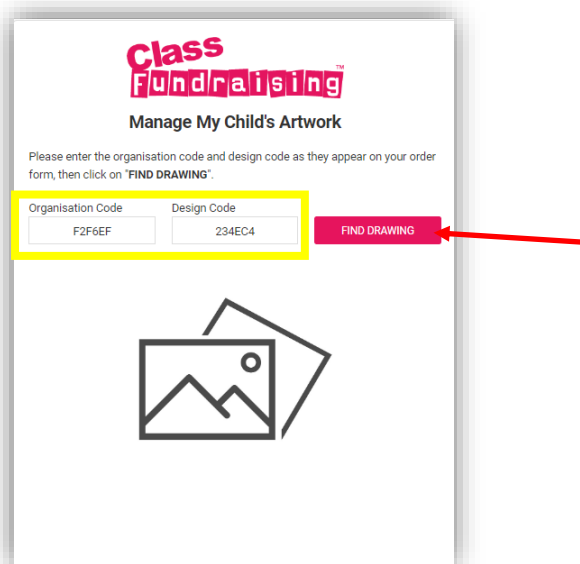
If you then click on the 'Update Childs Details' icon then a window opens to allow you to update the Childs name and class – Once update click the 'Update Details' button.

class fundraising

Updating your child's details

Ready to browse our store?
The store will close 14-NOV-2022 at midnight.

SHOP NOW!

Organisation Code

F2F6EF

Design Code

234EC4

Designer First Name

Louis

Designer Surname

Costigan

Class

Oak

UPDATE DETAILS

Need help? Email info@classfundraising.co.uk