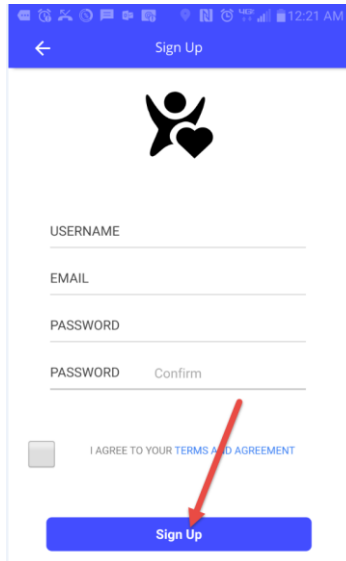


HuTerra Rewards Fundraising Instructions for Providence Academy

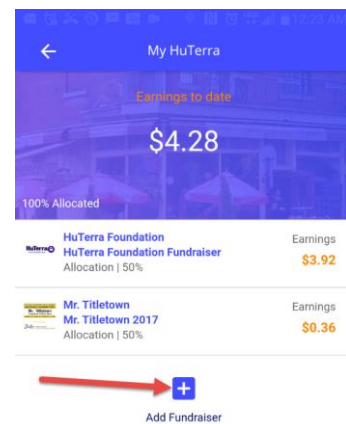
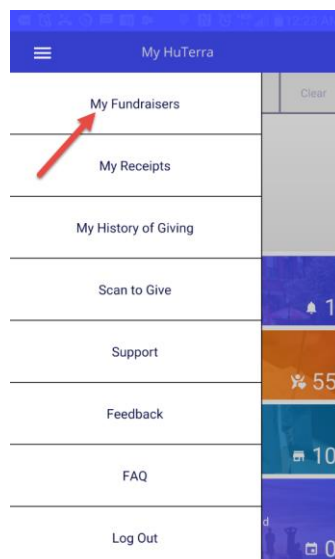
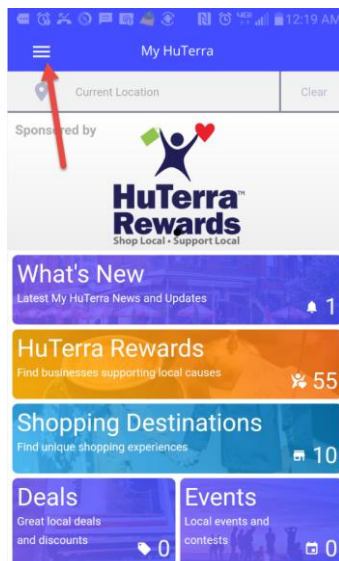
Download the My HuTerra app (if you already have, skip this section)

1. Go to your app store (Android or Apple) and search for “My HuTerra”.
2. Install the My HuTerra app.
3. Create your account by providing a USERNAME, EMAIL and PASSWORD and selecting “Sign Up”. Congratulations, you are now a HuTerra member and can earn rewards at local businesses by buying the things you need and shopping local.

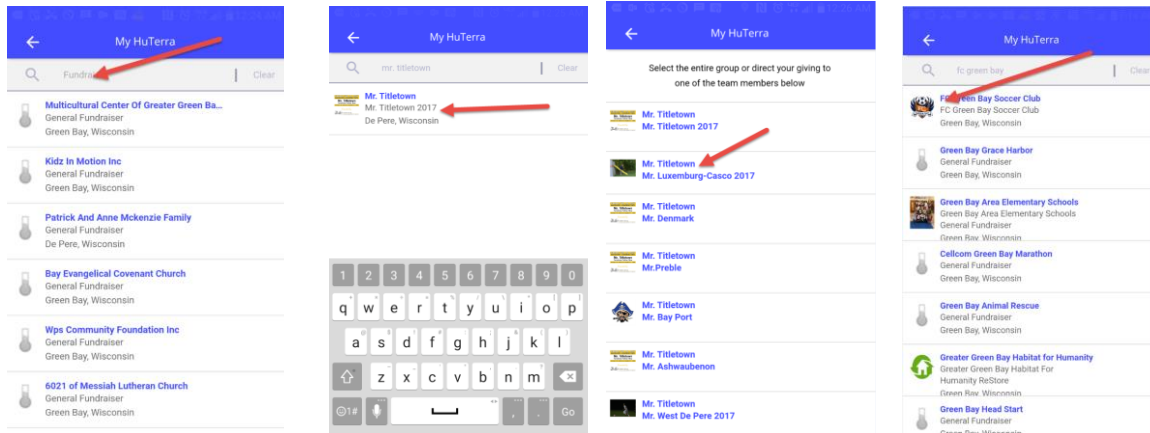


How to select your fundraiser.

1. Press the Menu (the “Hamburger”) in the upper left hand corner of the home screen and select “My Fundraisers” and then press “Add Fundraiser”.



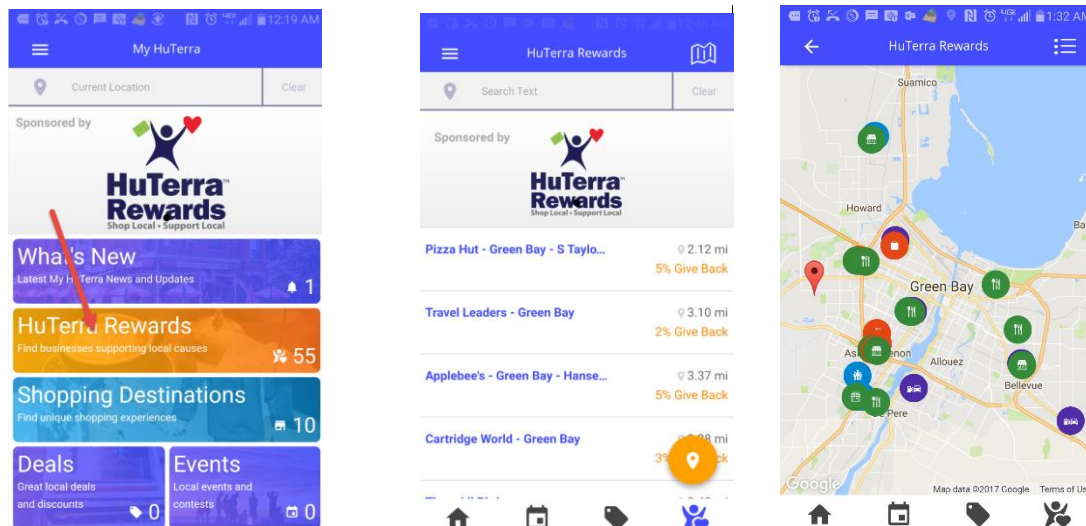
- Find and select by typing “**Providence Academy Green Bay**” and pressing the “Go” button. Select the proper fundraiser from the list. You are now ready to shop and earn rewards.



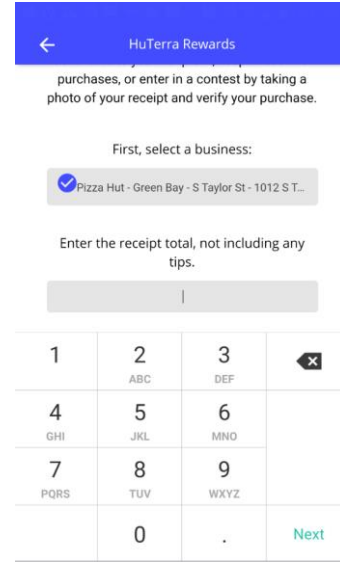
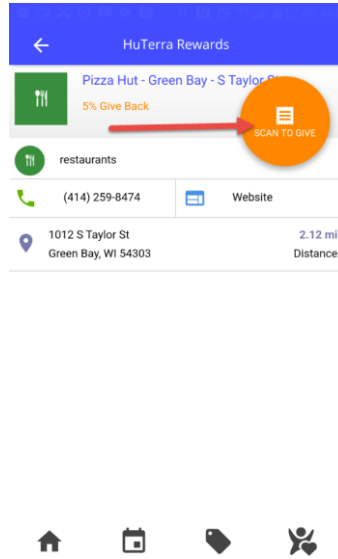
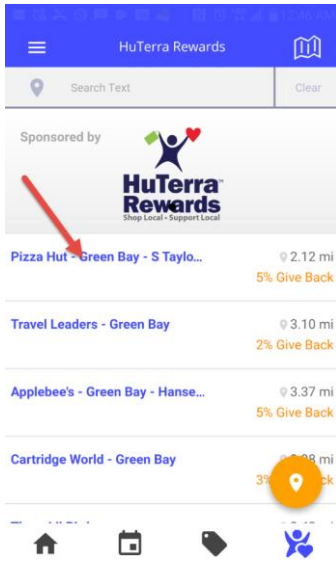
Earn HuTerra Rewards.



- Find the nearby businesses giving rewards by pressing the “HuTerra Rewards” tile; a list of businesses will be displayed. Browse the list up or down, search for a select business or qualify the list by category (Food Stores, Gas & Auto, Restaurants and so on...). You can also display a map of your area by pressing the map icon in the upper right hand corner of the list page.



- Shop your business and earn your reward by scanning your receipt. Select the business from the list screen. Press the Scan to Give button, enter the amount of the purchase, take a picture and submit it for validation. HuTerra verifies your purchase, invoices the business and on a monthly basis sends checks to your nonprofits.



3. You can track your receipts and giving history by going to the tools hamburger and pressing “My Receipts” or “My Giving History”. From the “My Receipts” page, you can actually view your receipts by selecting them.

