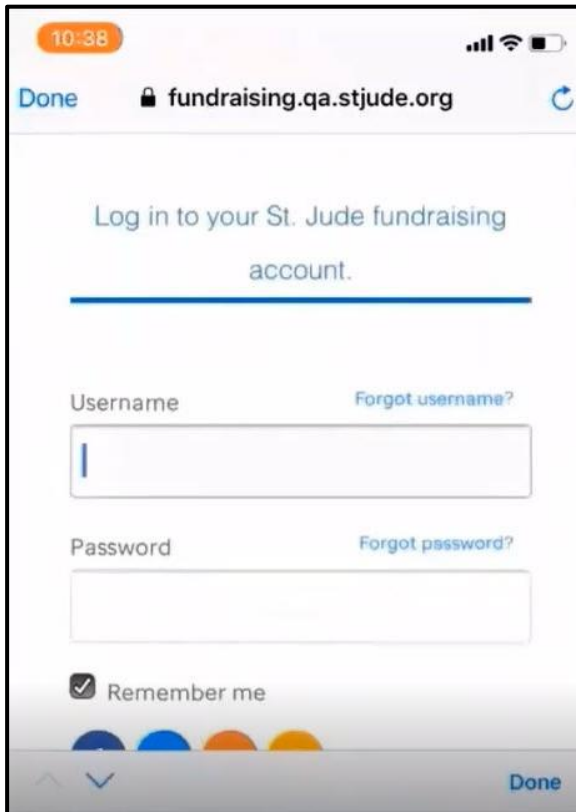


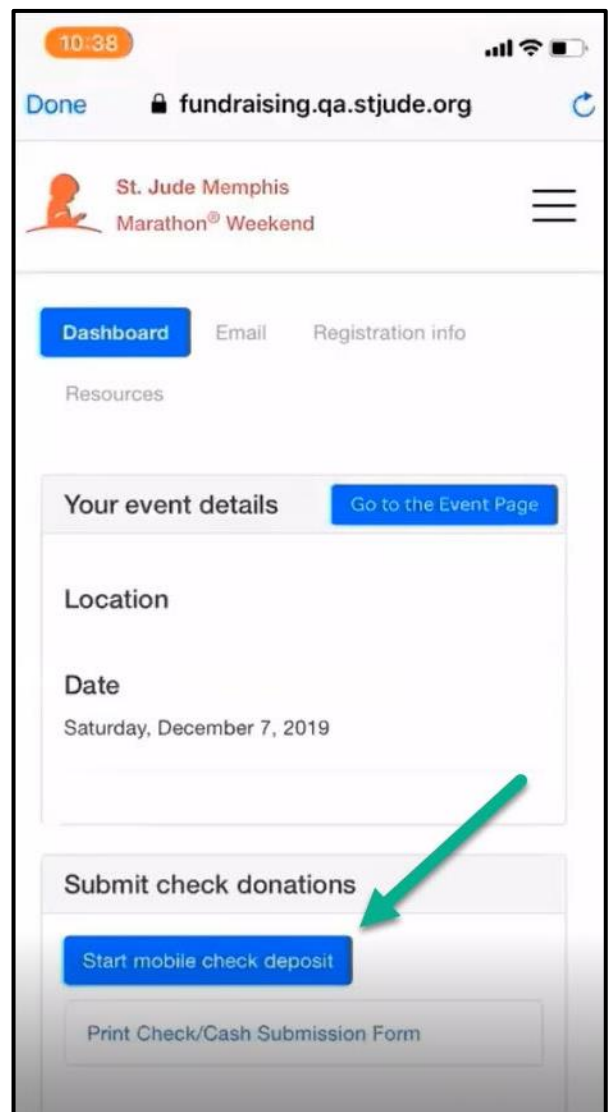
## St. Jude Runs Mobile Check Deposit Instructions

St. Jude Runners can now use the mobile check deposit feature of the Fundraising Center to scan/deposit personal checks via their mobile device.

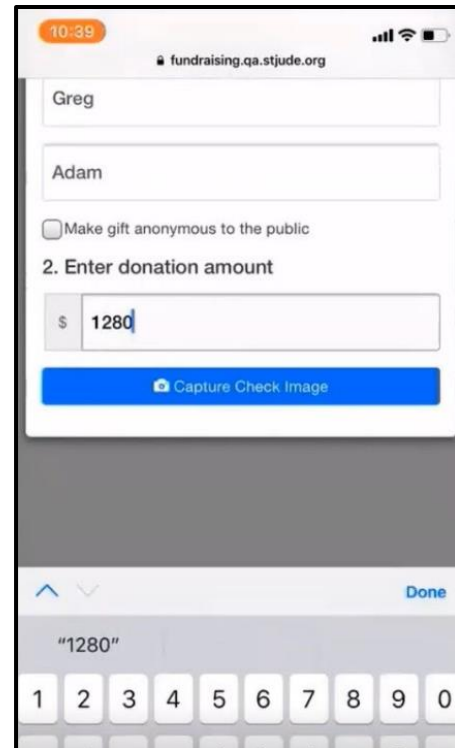
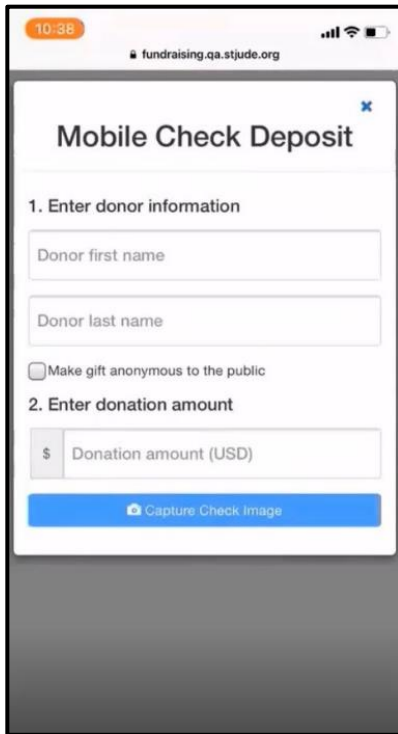
1. Prior to using the mobile check deposit feature, St. Jude Runners should be registered to the fundraising event into which they would like to deposit a check. Once registered, they can login with their credentials to access their participant center.



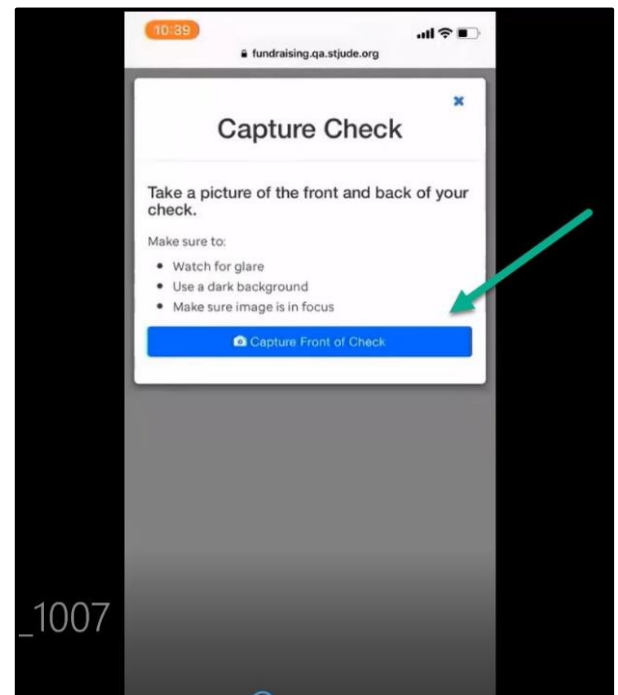
2. Once in the fundraising center, the Runner will see a blue button with the option to **start mobile check deposit**.



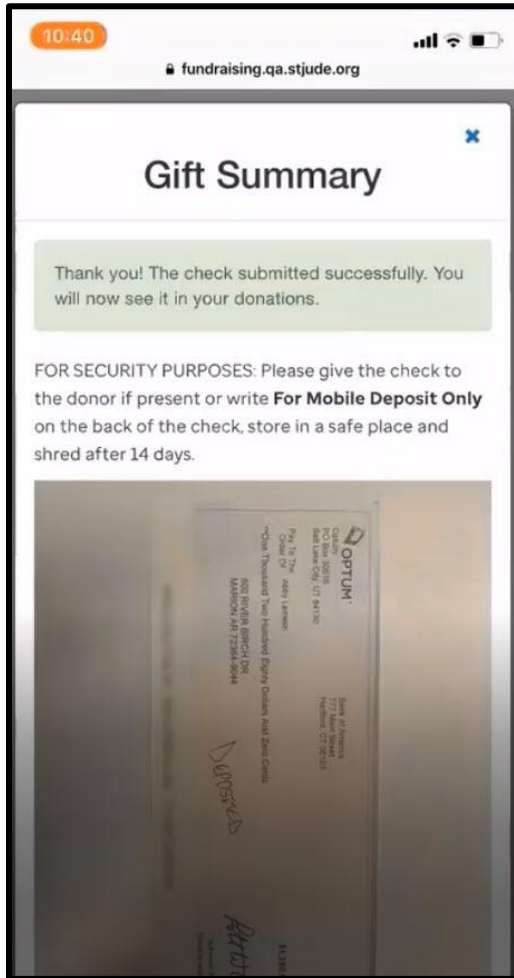
3. When the Runner clicks the button, they will be prompted to enter the donor's information. When entering this information, they can also choose to display the gift as anonymous by checking the box above the donation amount.



4. When the Runner has entered the donor's information and check amount, they can begin the check capture by clicking the capture check image button. They will be prompted to capture the front and the back of the check with their mobile device's camera. They will submit the front image and the back image of the check separately. The Runner will need to make sure the images have good lighting and words can be seen clearly for a better check processing experience. Please make sure the check is placed against a dark background.



- Once uploaded successfully, the Runner will see a thank you message as well as images of the front and back of the check deposit. The confirmation message will also provide instructions on what to do with the paper check.



- Once the check scanning process is complete, the donation and the donor's information will display in the recent activity section of the Runner's participant center. The amount of the scanned check will also update in the Runner's fundraising total within 24-48 hours. This completes the process.

