

How to Check Your Account Balance

All of your financial transactions and gifts are available to view online.

Login to "My Trip" at <http://www.NEXTworldwide.org>

Select "My Headquarters"

Trip Code	Name	Date	Update	Trip Site
GU14D	GU14D - Guatemala 2014 Trip D	07/31/14	<input type="button" value="Print Info"/> <input type="button" value="Travel Info"/> <input type="button" value="Trip Release"/>	<input type="button" value="My Headquarters"/>

You will be directed to your personal page, this may require you to login again.
This personal page can be bookmarked for future direct access.

On your personal headquarters page select "Reports" tab

View By: [Current Event Donation Statistics](#) | [Past Event Donation Statistics](#)

Janet Franks's Donation Statistics

This is your area to check your donation status. View all your totals and watch them grow to meet your goal! To send email messages to your donors, check the individual boxes for each recipient and click "Send." You will have a chance to customize the email before sending it out.

Goal	
Fundraising Goal	\$1,850.00
Amount needed towards goal	\$750.00
Progress Towards Your Goal	
Confirmed Amount Raised	\$1,100.00
Online Amount - online processing(ie. credit cards)	\$0.00
Offline Amount - (checks, cash, charge and inkind)	\$1,100.00
Current Balance	\$1,100.00

Your registration fee, if applicable, has been included in the current balance figure.
 Check with the organization to determine if the registration fee is counted towards the receipt of fundraising prizes.

General account status

Showing 1-4 of 4 records (1 page), records per page.

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Choose columns, export

Send	ID	First Name	Last Name	Company	Amount	Outstanding Amount	Payment Status	Payment Date	Desc	Check Number
<input type="checkbox"/>	133060136	Jackie	Franks		\$250.00	\$0.00	Paid	02/03/2012		3456
<input type="checkbox"/>	133060189	Janet	Franks		\$200.00	\$0.00	Paid	02/03/2012		5267
<input type="checkbox"/>	133059848	Janet	Franks		\$0.00	\$0.00	Paid	02/03/2012		

Transaction details

Additional donor information is available under "choose columns".

You can view the donor's email and mailing address so you can send a personal note of thanks for the gifts received. **Check out the email tools as well!**