ACS CAN is pleased to announce the 7th Annual Lights of HOPE event will be held the evening of Lobby Day on September 12, 2017. ACS CAN National Leadership Summit and Lobby Day participants have the opportunity to collect donations for Lights of HOPE bags to help fundraise and receive benefits from now until September 4, 2017.

**Event Information**
When: Union Square at the US Capitol Reflecting Pool, Washington DC
When: Dusk on Tuesday, September 12, 2017

**Resources**
acscan.org/CANRaiser Before you get started, build your personal CANRaiser page to help track in-person donations and allow friends and relatives to donate online directly to your page.

Lights of HOPE kits This kit includes 20 pre-printed Lights of HOPE bags, instructions, a donation collection envelope, tracking form, and 20 ACS CAN membership forms. If additional materials are needed, contact your staff partner.

**Collecting**
Collect donations for Lights of HOPE bags from friends, family, coworkers, survivors, caregivers, etc., for a minimum donation of $10 per bag. You have two options for collecting: either accepting the donation in person or allowing friends and family to visit your CANRaiser page to make their donations online.

While not required, if the donation is made in person, individuals can decorate the bags themselves to help tell the story of the person it represents. All online donations will have bags made through the DC office. Please do not decorate online bags.

**Tracking**
Included in the kit is a Lights of HOPE tracking form to keep track of offline donations. As bags and donations are collected, the tracking form information must be entered online on your personal Lights of HOPE page at acscan.org/CANRaiser to ensure proper accounting of donations and bags.

To recognize fundraising efforts and ensure smooth day-of logistics, please enter all information online by or before September 4, 2017. (see other side for full list of benefits).

ALL donations and bags must be entered into the online tracking form on your personal page at acscan.org/CANRaiser by or before September 4th so ACS CAN can properly prepare for the event.

**Bags**
Bring the decorated bags with you when you travel to Leadership Summit & Lobby Day. We will collect all bags on-site during conference registration on Sunday, September 10. All online donations will have bags made through the DC office. Bags will be collected and then displayed by division.

**Donations**
Participants should fill out the donation collection envelope included in the kit and turn it in to their staff partner within 2 weeks of collection and no later than September 4. **Please do not travel to Leadership Summit with ACS CAN donations.**

*Per legal requirements, Relay For Life Luminaria bags may not be used for Lights of HOPE.*

Contributions or gifts to the American Cancer Society Cancer Action Network, Inc. are not tax deductible.
Four Easy Steps To Track Donations & Bags

1. ORDER & Set-up: Place orders for kits through your staff partner. Kits include: bags, membership forms, donation form and an envelope to collect donations. Set-up your fundraising/tracking page at acscan.org/CANRaiser.

2. COLLECT: Collect donations for Lights of HOPE bags for a minimum donation of $10 per bag.

3. TRACK: A paper tracking form is included in the kit for immediate tracking. ALL information MUST be entered online to ensure proper accounting and day-of-event planning. Enter all donations online at acscan.org/canraiser by September 4, 2017.

4. SUBMIT: Turn in donations to your staff partner for processing before September 4, 2017.
If you are attending the ACS CAN Leadership Summit please DO NOT travel with ACS CAN donations.
Bring you collected bags to ACS CAN Leadership Summit and turn in at registration on Sunday 9/10/2017

Benefits for ACS CAN National Leadership Summit Attendees
Thanks to all who collect donations for Lights of HOPE bags; the following recognition opportunities are only available to attendees of the 2017 Leadership Summit & Lobby Day.

20 (or more) Lights of HOPE bags and/or $200 or more raised entails:
- Special recognition on nametag
- Thank you letter from ACS CAN Leadership
- Certificate of recognition
- One non-transferable ticket to the CAN Opener

Lights of HOPE Top Donation Collectors
Top Ten Lights of HOPE Collectors
- Special recognition on nametag
- Thank you letter from ACS CAN Leadership
- Certificate of recognition
- One non-transferable ticket to ACS CAN Summit Fundraiser
- Recognition during Leadership Summit & Lobby Day
- Framed photo of Lights of HOPE event