How to Connect Your Organization to Re.Use.Full

Setting up Your Account with Re.Use.Full

1. **Begin from the “Get Stuff” Tab on the Re.Use.Full navigation toolbar.** Read over our information which discusses how donors connect with organizations.
2. **Select the “Register Your Organization Now” button at either the top or bottom of the page.** This will lead you to the login page.
3. **Follow the link below the textboxes to the “Create new account” page.**
4. **Complete each of the blanks with the relevant information**. Use a valid email address and a username and password that can be remembered.
5. **Confirm your password and complete the reCAPTCHA test.** Congratulations, you may now log in and out of the site, edit your information in the future, and track your donation history from the “My Account” link at the bottom of the page.

Registering Your Organization With Re.Use.Full

1. **Visit https://www.reusefull.org/register-your-organization**
2. **Ensure that you are logged in to the Re.Use.Full site.** Fill in the appropriate textboxes with your Re.Use.Full username and password, and select the “I am Not a Robot” box to successfully submit the reCAPTCHA test. If you forgot your password, select “Request new password” and the appropriate links will be sent to the email associated with the account.
3. **Read over our terms and conditions carefully.** When you are finished, click the “Yes” box next to “I Agree to Terms and Conditions” and submit. You will be redirected to the “Create Organization” page.
4. **Complete the “Create Organization” form with the appropriate information. ALL items indicated with a red asterisk must be completed.***We highly recommend completing the optional information as well.* 
   1. Supplemental information such as website and cash donation options applicable to your organization supports a variety of ways donors can contact you to donate!
      1. Similarly, supply information for a Personal Contact individual, so that donors have the many accessible options to contact your organization.
   2. Describe the mission, budget, and served populations relevant to your organization, let our donor base know how your organization will use their items!.
5. **Review your information to ensure it is correct, and submit.** You may edit this information, and update your organization’s information and needs via the “Edit Organization” tab.
6. **Users may now find your organization through Re.Use.Full!** Donors will contact your organization directly to set up their donations.

How to Donate Through Re.Use.Full

1. **Visit** [**https://www.reusefull.org/give-stuff**](https://www.reusefull.org/give-stuff)**.** Read over the information on the page which details our process of connecting donors like you to nonprofit organizations looking for items like yours.
2. **Select the “Find a place for your stuff” button on either the top or bottom of the page.**
3. **Search for organizations using some or none of the following qualifiers:** organization name, items being collected, available pick up options, if the items will be resold, religious affiliation, and populations that are served.
4. **Submit your choices.** The next page that will display lists all of the organizations that fit your qualifications. This page will also list relevant information such as the address, served populations, and items accepted under the organization name.
5. **Select an organization by clicking on the name.** You will be led to the full listing of information provided by the organization.
6. **Contact the organization of your choosing.** Connect with the “Contact Person” of your organization, follow the link to their website, or simply follow the address to set up your donation.
7. **Follow through with your donation.** Nonprofits rely on do-gooders like you to enrich their communities!
8. **Feel good knowing you did something good.** *Because of generous donors like you, our connected nonprofit organizations save, time, money, and precious budgeting resources normally spent collecting such items. The Re.Use.Full team thanks you!*