



Get ready for the COTS Hour-At-Home

The COTS Hour is our annual fundraiser to update the community on our work to house those experiencing homelessness. This year, to prioritize the health and safety of our community, The COTS Hour is going Virtual! This will allow us to expand our social reach while maintaining social distance, and we are excited to try a new format in 2020. We hope this handy guide will help you join us. Please contact us at development@cots.org if you still need help!

How to register

Online

- Go to cotshour.org
- Click "**RSVP**" on the left
- On the "Select registrations" page, click the plus sign (+) so that the number reads 1
- Under "Your Order," it should say "RSVP, Attendee 1, \$0.00." Click "**RSVP**"
- Enter your contact information, then click "**Purchase***."
- * *Note: You will not be charged, this is how you complete your registration.*
- You will receive an email to confirm your registration

Get Help

- Contact Erin Krueger, Development Specialist, at ekrueger@cots.org, or **707.765.6530 x126**

How to donate

Online

- Go to cotshour.org
- Click "**Donate Now**" on the right
- Click either "**Donate Once**" for a one-time gift or "**Donate Monthly**" to make a monthly gift
- Select one of the listed amounts by clicking on it, or click "Other" and type your desired donation amount in the box next to "USD \$"
- Fill out your contact and payment information
- Click "**Give Now!**" at the bottom
- You will receive a donation receipt via email

Via Check

- Checks made payable to COTS can be mailed to us at **PO Box 2744, Petaluma, CA 94953**

Before you watch

- Close all programs and tabs except those you are using to watch the event
- Make sure your device volume is on

If you have trouble connecting

- Turn off any non-necessary devices or disconnect them from the internet
- If possible, sit close to your router if you have wi-fi
- If the video is not loading, try using a different browser (i.e. Google Chrome, Firefox, or Safari)
- Email us at development@cots.org if you're still having trouble and we will do our best to help!

How to watch

Watch Live via Facebook

- Visit our Facebook page at facebook.com/sonomacountycots
- We will be broadcasting the event live at **8am, 12pm and 7pm**. Choose the time most convenient for you!
- Anyone can view; **you do not have to like our page or even have Facebook** to do so
- The video will appear on our page once the broadcast begins (*you may have to refresh the page if you don't see it*)

Watch Any Time

- You can watch the event any time starting at 8am PST on our YouTube page at youtube.com/COTSPetaluma, or our website at cots.org/cotshour2020
- On YouTube, the video will be available directly under the "**Home**" tab. Simply click the video preview or title and you will be automatically directed to the video.

How to spread the word

- Copy and paste any of our broadcasting links and share them via email or your own Facebook page:
youtube.com/COTSPetaluma | facebook.com/sonomacountycots | cots.org/cotshour2020
- Follow us on Facebook at facebook.com/sonomacountycots! We will provide links to event pages and broadcast locations. You can **click the button under each post that says "Share"** to share via private message, to your personal page, or to a group or page you manage or are a member of.

Now in its 32nd year, COTS provides shelter, services and permanent housing to those experiencing homelessness in Sonoma County. Find out more at cots.org.