

# KEY DATES FOR SHARELIFE CAMPAIGN 2017

The ShareLife campaign is an integrated effort of parishes, the ShareLife Office and our production suppliers. **Your support in adhering to the timelines for the submission of data to our office is greatly appreciated!**

The key dates schedule applies to all campaigns. *The activities listed in italics apply to direct mail parishes only.*

<b>January 13, 2017</b>	Parish Campaign Kit included in pouch mailing
<b>January 31, 2017</b>	<i>ShareLife office to extract name, address data from the Parish Tools database for the Cardinal's mailing.</i>
<b>Jan. 30–Feb. 10, 2017</b>	Materials delivered to parishes. Check materials on arrival.
<b>Feb. 27–Mar. 10, 2017</b>	<i>First direct mail letter sent from Cardinal (by ShareLife office)</i>
<b>March 5, 2017</b>	⚠️ Launch campaign in parish – put up posters, banner, lawn sign Begin weekly pulpit and bulletin announcements
<b>March 12, 2017</b>	Show ShareLife video/DVD • Host an agency speaker
<b>March 19, 2017</b>	Show ShareLife video/DVD • Host an agency speaker
<b>March 26, 2017</b>	Show ShareLife video/DVD • Host an agency speaker
<b>March 31, 2017</b>	<i>Pastors' signatures for second letter due in ShareLife office Pastors' personal letter due in ShareLife office (optional)</i>
<b>April 2, 2017</b>	<b>ShareLife Sunday</b> In-church collection
<b>April 2–4, 2017</b>	⚠️ <b>Call or fax week 1 report</b> to ShareLife office with total donations to date
<b>April 10–14, 2017</b>	\$\$ - Remittance to ShareLife office of funds collected to date
<b>April 11, 2017</b>	⚠️ <b>Call or fax week 2 report</b> to ShareLife office with total donations to date
<b>April 24, 2017</b>	<i>ShareLife office to extract donation data from the Parish Tools database for the pastor's reminder mailing</i>
<b>April 25, 2017</b>	⚠️ <b>Call or fax week 4 report</b> to ShareLife office with total donations to date
<b>May 7, 2017</b>	<b>ShareLife Second Offering</b> In-church collection
<b>May 9, 2017</b>	⚠️ <b>Call or fax week 6 report</b> to ShareLife office with total donations to date
<b>May 15–19, 2017</b>	\$\$ - Remittance to ShareLife office of funds collected to date
<b>May 18–26, 2017</b>	<i>Reminder letter from pastor mailed (by ShareLife office)</i>
<b>May 23, 2017</b>	⚠️ <b>Call or fax week 8 report</b> to ShareLife office with total donations to date
<b>May 24, 2017</b>	<i>ShareLife office to extract donation data from the Parish Tools database for thank you mailing</i>
<b>June 4, 2017</b>	<b>ShareLife Third Offering</b> In-church collection
<b>June 6, 2017</b>	⚠️ <b>Call or fax week 10 report</b> to ShareLife office with total donations to date
<b>June 12–16, 2017</b>	\$\$ - Remittance to ShareLife office of funds collected to date
<b>June 12–16, 2017</b>	<i>Thank you from Cardinal mailed to donors (by ShareLife office)</i>
<b>June 20, 2017</b>	⚠️ <b>Call or fax week 12 report</b> to ShareLife office with total donations to date
<b>June 28, 2017</b>	<i>ShareLife office to extract donation data from the Parish Tools database for thank you mailing</i>
<b>July 4, 2017</b>	⚠️ <b>Call or fax week 14 report</b> to ShareLife office with total donations to date
<b>July 17–21, 2017</b>	<i>Thank you from Cardinal mailed to donors (by ShareLife office)</i>
<b>July 18, 2017</b>	⚠️ <b>Call or fax week 16 report</b> to ShareLife office with total donations to date
<b>July 31, 2017</b>	⚠️ <b>Fax week 18 (final) report</b> to ShareLife office with total donations to date Ensure remittance of all funds collected for Campaign 2017 to ShareLife office
<b>August 4, 2017</b>	<i>ShareLife office to extract final campaign 2017 donation data to July 31 from the Parish Tools database for thank you mailing</i>

To contact the ShareLife Office call  
416.934.3411 or 1.800.263.2595  
Fax 416.934.3412

**JANUARY 2017**

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	<b>13</b>	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	<b>30</b>	31				

**FEBRUARY 2017**

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

**MARCH 2017**

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	<b>31</b>	

**APRIL 2017**

S	M	T	W	T	F	S
						1
<b>2</b>	<b>3</b>	4	5	6	7	8
9	<b>10</b>	<b>11</b>	12	13	14	15
16	17	18	19	20	21	22
23	24	<b>25</b>	26	27	28	29
30						

**MAY 2017**

S	M	T	W	T	F	S
			1	2	3	4
<b>7</b>	8	<b>9</b>	10	11	12	13
14	<b>15</b>	16	17	18	19	20
21	22	<b>23</b>	24	25	26	27
28	29	30	31			

**JUNE 2017**

S	M	T	W	T	F	S
				1	2	3
<b>4</b>	5	<b>6</b>	7	8	9	10
11	<b>12</b>	13	14	15	16	17
18	19	<b>20</b>	21	22	23	24
25	26	27	28	29	30	

**JULY 2017**

S	M	T	W	T	F	S
						1
2	3	<b>4</b>	5	6	7	8
9	10	11	12	13	14	15
16	17	<b>18</b>	19	20	21	22
23	24	25	26	27	28	29
30	<b>31</b>					