

Submitting a donation request



Charitable donation requests include community giving, indigent care, mission trips, patient education, and public education. The below outlines how to submit a charitable donation in GRT.

1 Go to <https://GlobalRequests.steeprochinc.com/> and sign-in using your login credentials.

2 From your home screen select the “new request” button.
(*Note: A new screen will appear*).



3 Under the summary section of the application, select “charitable donation” as the request type.

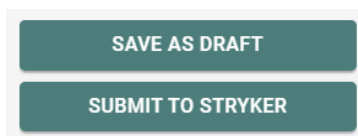
4 Follow the instructions on the submission page to ensure that all required fields are completed.

5 Upload the following documentation that is required to complete the donation submission.

- Institution’s board of directors
- Detailed agenda or brochure
- Letter of request
- Budget information

6 Enter the correct payment information.

7 Check to verify that all your request information is correct and then submit your request by clicking “submit to Stryker” button on the lower left-hand corner.



8 Your request will now be listed on your homepage as “Submitted.” The display section of your home screen will list your current requests and note where further action is required.



Remember, you can select “save as draft” at any time during the submission process.

