## Christmas in July 5K + Kids K

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### Is there an age requirement to participate?

All ages can participate! Kids K however are for runners under 12.

#### Do I have to run the whole time?

Run, walk, hop, skip or jump; as long as you cross that finish line within the time limit! (2.5 hours from the start time of.

#### Are pets allowed during the race?

To ensure the safety of all runners, pets are not allowed on the race course.

#### What happens if it rains?

Race will take place rain or shine. Extreme weather conditions will be considered. Follow us on Facebook to stay updated on the latest news and updates.

### I can't make it to the event. Can I get a refund?

Due to the nature of the event, all registrations are final purchase. However, you may transfer your registration. Please contact support@irunproductions.com with your confirmation number and the new participant information. Please note that there is also a \$1.95 transfer fee.:

First Name:

Last Name:

**Email Address:** 

Shirt Size:

Street Address:

City, State:

Zip:

Phone Number:

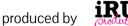
**Emergency Contact Name:** 

**Emergency Contact Relationship:** 

**Emergency Phone Number:** 

#### **Can I register my friends?**

Yes! See how here.



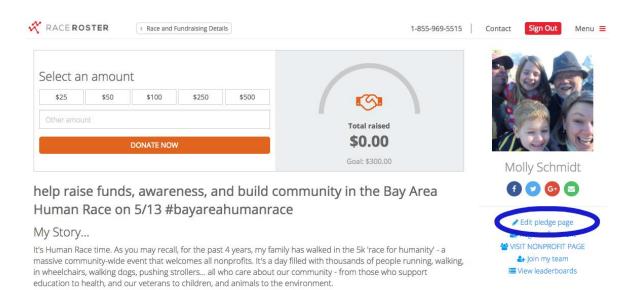
### **How do I redeem my Gift Registration?**

- 1. Go to our registration page: https://raceroster.com/events/2018/16079/christmas-in-july-5k
- 2. Navigate to the left-hand side and click the Gift Registration button
- 3. On the right-hand side of the middle section, click the Redeem a Gift button
- 4. Remember that long gift code? Enter that code into the long empty GIFT CODE field and click REDEEM CODE NOW button
- 5. Once you click the button you will be prompted to fill out the registration form
- 6. Follow the prompts until you get to the final checkout page, click Submit Order to complete the registration process and you will land on the confirmation page.

#### How do I set up my personal pledge page?

Great question! To set up your pledge page just follow the steps below:

- 1. Go to our registration page: https://raceroster.com/events/2018/16079/christmas-in-july-5k
- 2. Click Sign In on the top right-hand corner
- 3. Once you sign in, click Menu on the top right-hand corner
- 4. A menu will appear, scroll down and click Share Pledge Page and you will land on your pledge page for this specific event
- 5. To the right, click EDIT PAGE and make any necessary adjustments to your pledge goal, adding text, and adding an image to your page
- 6. Once you are finished updating your page click SAVE UPDATED PLEDGE INFORMATION



## How do I share my new Pledge Page?

This year, we're walking in honor of my Dad who passed away in September and was the ultimate champion of social justice. He would be so proud. Please help me to reach my goal by donating \$5, \$20, \$50 or anything you can. It's tax deducible and goes to a great cause. And if you're around, we'd love to have you join us and walk together (we don't

There are easy 2 ways to share your pledge page:

Easy way no. 1:

- 1. Go to our registration page: https://raceroster.com/events/2018/16079/christmas-in-july-5k
- 2. Once you are on the event page, click Pledge Participant



run. hehe) at the Human Race.

- 3. Search for your pledge page by entering your first name OR last name OR email address in the search bar provided and hit the search icon
- 4. Once you find your name click the PLEDGE button to the right
- 5. On your personal pledge page, you will see 4 buttons that you can click to share on different media
- 6. Click your preferred sharing method and share away!

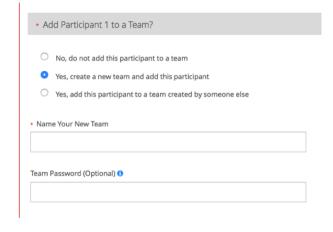
#### Easy way no. 2:

- 1. Sign in here www.raceroster.com
- 2. Make your way to the Participant Dashboard and your event registration
- 3. Scroll all the way down to the section Ask For Pledges
- 4. Along the bottom of that section you will see 3 buttons: Share via Twitter, Share via Facebook, Share via Email
- 5. Click your preferred way of sharing and follow the prompts
- 6. You will need to click Tweet, Post, or Send (depending on your method of sharing) to finalize the share

# How do I create a team/How can I sign up multiple people during registration?

You can easily create a team for your friends to join or purchase registrations for your whole family all at once!

- Register for Christmas in July 5K + Kids K at registration page: https://raceroster.com/events/2018/16079/christmas-in-july-5k
- 1. Login or create your account
- 2. Select your sub-event
- 3. Fill out participant #1 information
- 4. Under "Add Participant 1 to a Team?" section select "Yes, create a new team and add this participant"
  - a. Note: If you do not see the option to create a team, this functionality has not been enabled by the Race Director for this event or sub-event and email support@irunproductions.com for support.



- 5. Select team category/type if applicable
- 6. Enter your team name
- 7. Fill out the remainder of Participant #1 information and enter promo code
- 8. At the bottom of the page select ADD ANOTHER PARTICIPANT (this will bring you to a registration form for Participant #2) OR "CONTINUE TO WAIVER" and complete steps on the next pages to arrive at checkout
- 9. If you select ADD ANOTHER PARTICIPANT please repeat steps 4-5. If you would like to add this participant to your team select "Yes, add this participant to a team created by someone else" during their registration page and select the team you create on the previous page.
- 10. You will receive a confirmation email, share it by forwarding the email to your fellow registrants.
- 11. You don't have to register everyone at one! Someone can join a team later. See <u>How do I join a</u> team created by someone else.

#### How do I join a team created by someone else?

- 1. Register for Christmas in July 5K + Kids K at our registration page: https://raceroster.com/events/2018/16079/christmas-in-july-5k
- 2. Please fill out participant #1 information
- 3. Under "Add Participant 1 to a Team?" section select "Yes, add this participant to a team created by someone else"
- 4. Select team category/type if applicable
- 5. Select your team name from the drop-down options
- 6. Fill out the remainder of information for Participant #1, select swag, and/or enter a promo code

## How can a Team Captain view and email all team members?

- 1. Go to our registration page and login: https://raceroster.com/events/2018/16079/christmas-in-july-5k
- 2. If you signed in from Raceroster.com, you will now be on your participant dashboard
- 3. If you signed in from an event page navigate to the far-right corner of your screen and select the Menu.
- 4. Under menu select "Dashboard" under the participant section
- 5. To view team members and their email addresses scroll to the bottom of the page
- 6. To compose a message to your team members, select "Send a Message"
- 7. To export your team list, select "Export Team List"

