

unite@night Walk Registration Instructions

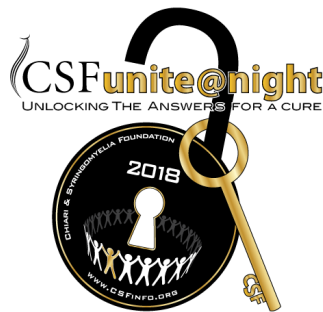
Register - As an Individual

1. Click register on home page.
2. Click on "As an Individual) on the How would you like to register?
3. Click on the + sign to add one registration.
4. Click on the reserve button (cost will be \$0, but still need to go through checkout to register).
5. Complete registration including First Name, Last Name, Email, Phone (not required), City, ST, Zip, t-shirt size, Answer question about registering someone under the age of 18, Read Event Waiver, click box to accept the waiver agreement). Click Next.
6. On donation page, either add donation amount or click on skip (can always make a donation later) Click Next.
7. Last step-click purchase! If you do not make a donation, you will have a 0.00 balance. You still must click on purchase to officially create your fundraising page.
- 8 Go to your email and claim your fundraising page. Please note, you will receive two emails. One confirming your registration and one to claim your account.
- 9 Once you claim your account, create password.
- 10 Customize your personal page by clicking on "My fundraisers" and click manage. You can add photo here and change wording.



Register – Create a Team

1. Click register on home page.
2. Click on “Create a Team” on the How would you like to register?
3. Complete your team name, team fundraising goal and Team Page Headline (You must enter something here – for example *Thanks for helping us make a difference!*)
4. Click on the Create Team button.
5. Click on the + sign to add one registration.
6. Click on the reserve button (cost will be \$0, but still need to go through checkout to register).
7. Complete registration (Attendee) information including First Name, Last Name, Email, Phone (not required), City, ST, Zip, t-shirt size, Answer question about registering someone under the age of 18, Read Event Waiver, click box to accept the waiver agreement). Click Next.
8. On donation page, either add donation amount or click on skip (can always make a donation later) Click Next.
9. Last step-click purchase! If you do not make a donation, you will have a 0.00 balance. You still must click on purchase to officially create your fundraising page.
10. Go to your email and claim your team page. Please note, you will receive two emails. One confirming your registration and one to claim your account.
11. Once you claim your account, create password.
12. Customize your personal page by clicking on “My fundraisers” and click manage. You can add photo here and change wording.



Register – Join a Team

1. Click register on home page.
2. Click on “Join a Team” on the How would you like to register?
3. Click on the + sign to add one registration.
4. Click on the reserve button (cost will be \$0, but still need to go through checkout to register).
5. Complete registration (Attendee) information including First Name, Last Name, Email, Phone (not required), City, ST, Zip, t-shirt size, Answer question about registering someone under the age of 18, Read Event Waiver, click box to accept the waiver agreement). Click Next.
6. On donation page, either add donation amount or click on skip (can always make a donation later) Click Next.
7. Last step-click purchase! If you do not make a donation, you will have a 0.00 balance. You still must click on purchase to officially create your fundraising page.
8. Go to your email and claim your fundraising page. Please note, you will receive two emails. One confirming your registration and one to claim your account.
9. Once you claim your account, create password.
10. Customize your personal page by clicking on “My fundraisers” and click manage. You can add photo here and change wording.