



## Seacoast Cancer 5K Step by Step Registration Instructions

1. Visit [www.SeacoastCancers5K.org](http://www.SeacoastCancers5K.org) and click "Register."
2. Select who you're registering – yourself, someone else 18+, or a minor.
3. Provide your basic info – your first name, last name, email, DOB, gender, phone number, and address.
4. Here you will choose a registration option – 5K Crusader (in-person or virtual) and Community Celebration. Read through the descriptions and select the one you would like to purchase.
5. Before continuing, you have the option to add another registrant. If you would like to 1) register for both the 5K and the Community Celebration or 2) register someone else, click the button to do so and follow Steps 2-5 and click "Continue." Otherwise, click "Continue" to move on.
6. Read through the waiver. Click the box to agree. If you are registering multiple individuals, you will need to click the box for each person. Then, hit "Continue."
7. Next, you will answer custom questions for each registrant. First, select your preferred shirt size.
8. Click the circle next to "Yes" or "No" to confirm whether you are a Wentworth-Douglass employee. Then, click the circle next to "Yes" or "No" to confirm whether you are a cancer survivor.
9. Select the amount of years you have participated in the 5K from the drop-down menu.
10. There is another question here asking, "I am participating in the:" choose "5K" or "1 Mile Loop" from the drop down.
11. If you are participating virtually, here you will be prompted to choose which course you plan on completing.
12. The next question is optional, but please feel welcome to write who you are running in honor of. These names will be displayed on the Jumbotron at the event.
13. Make sure to fill out your Emergency Contact Name and Phone Number, this is required.
14. Next, you have the option to add your phone number if you would like to receive occasional text messages from the Seacoast Cancer 5K.
15. Answer the questions for each registrant and at the bottom of the page, click "Continue".
- 16. If you would like to join or create a team, click "Become a Individual/Team Member" (if you do not want to join or create a team, this step is optional). As an established Fundraiser, you will then be prompted to create a Goal, Tagline, Custom URL, etc.**
17. In addition, here you can join or create a Team Fundraiser! If you would like to join a team that's already been created, click the drop down below "Join a Team Fundraiser" and select the team you wish to join.
18. If you want to create a team, toggle the button from "No" to "Yes." Here you will be prompted to create a Team Name, Goal, etc.
19. As you scroll, you will have the option to make a personal donation to your fundraising page/team. This is a great way to kick start your fundraiser and show your donors that you care!
20. After clicking "Continue," you have the option to purchase items for our Seacoast Cancer 5K merchandise store. Change the quantity you would like by clicking in the boxes and typing the amount you want to purchase. Hit "Continue" to move on to check out.
21. If you have a coupon code, please enter that in the Purchase Summary section and click apply. This will adjust your Total cost.
22. Review your information and make sure everything is correct. If you need to change anything, there is a button to go "Back" at the bottom of the page.
23. Once you're ready, fill out your billing information at the bottom of the page and click "Confirm Payment."
24. You are officially registered for the Seacoast Cancer 5K!



WENTWORTH-DOUGLASS  
HOSPITAL

A Mass General Community Hospital

CHARITABLE FOUNDATION