



## Seacoast Cancer 5K Step by Step Registration Instructions

1. Visit [www.SeacoastCancer5K.org](http://www.SeacoastCancer5K.org) and click "Register." This brings you to our Run Sign Up page.
2. Select 5K Run, 5K Virtual or 1 Mile Loop.
3. Select who you're registering – yourself, someone else 18+, or a minor.
4. Provide your basic info: first name, last name, email, DOB, gender, phone number and address.
5. Choose your event – again, 5K Run, 5K Virtual or 1 Mile Loop.
6. Before continuing, you have the option to add another registrant. Repeat the process above for this registrant. Otherwise, click "Continue" to move on.
7. 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."
8. Next, you will answer custom questions for each registrant:
  - a. Select your t-shirt size.
  - b. Click "Yes" or "No" to confirm whether you are a Wentworth-Douglass employee.
  - c. Click "Yes" or "No" to confirm whether you are a cancer survivor.
  - d. Select the number of years you have participated in the 5K.
  - e. Tell us who you are running/walking in honor of (optional). These names will be displayed on the Tribute Banners lining the runners' chute at the race.
  - f. Provide an emergency contact name and phone number.
  - g. If you wish to receive occasional text messages from the race, enter your phone number.
  - h. Hit Continue
9. Individual/Team Member (*Optional - if you are not joining a team, scroll to the bottom and click Continue*)
  - a. If you would like to join or create a team, click "Become an Individual/Team Member". As an established Fundraiser, you will then be prompted to create a Goal, Tagline, Custom URL, etc.
  - b. You can also 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.
  - c. 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.
  - d. 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!
10. If you have a coupon code, please enter that in the Purchase Summary section and click apply. This will adjust your total cost.



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11. Review your information and make sure everything is correct. Click the 'Back' button if you need to make any changes.
12. Once you are ready, fill out your billing information at the bottom of the page and click "Confirm Payment."
13. You are officially registered for the Seacoast Cancer 5K!

# THANK YOU!

We can't wait to see you on race day!

Questions?

[specialevents@wdhospital.org](mailto:specialevents@wdhospital.org) | 603-740-2687 | [SeacoastCancer5K.org](http://SeacoastCancer5K.org)