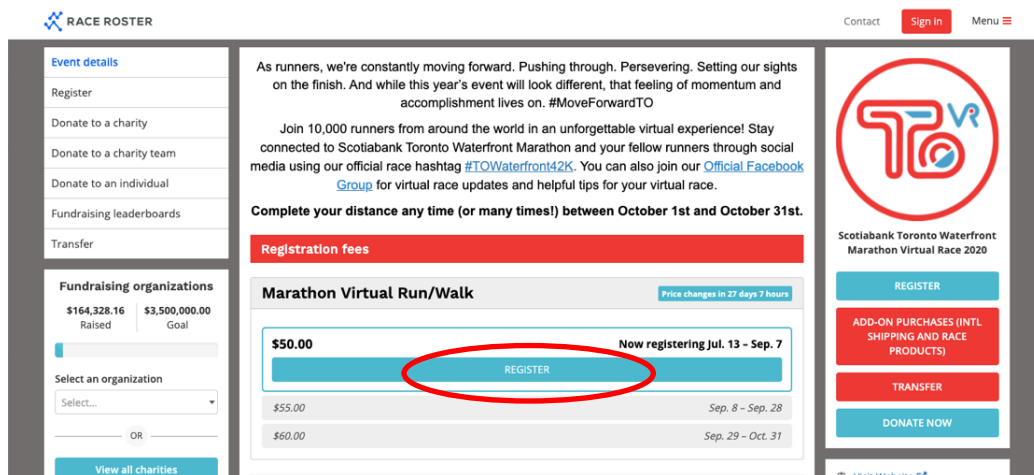


## 2020 Scotiabank Charity Challenge Participant Registration Guide

Scotiabank Charity Challenge Registration for this event must be done through the Race Roster online registration form. You can register for the event and create your fundraising profile page at the same time. Please follow the steps below!

### Registration for the Event:

1. Click on the referral link: <https://raceroster.com/27138?aff=2KJML>. This will take you directly to the Race Roster registration form. **For each person registering use this link, Myles Ahead will receive \$5.** (Ex.If you are registering 2 people at the same time, the charity will receive \$10).
2. Click on **REGISTER** under your desired race distance (5K, 10K, Half, Full)



RACE ROSTER

Event details

Register

Donate to a charity

Donate to a charity team

Donate to an individual

Fundraising leaderboards

Transfer

Fundraising organizations

\$164,328.16 Raised | \$3,500,000.00 Goal

Select an organization

Select...

OR

View all charities

As runners, we're constantly moving forward. Pushing through. Persevering. Setting our sights on the finish. And while this year's event will look different, that feeling of momentum and accomplishment lives on. #MoveForwardTO

Join 10,000 runners from around the world in an unforgettable virtual experience! Stay connected to Scotiabank Toronto Waterfront Marathon and your fellow runners through social media using our official race hashtag #TOWaterfront42K. You can also join our [Official Facebook Group](#) for virtual race updates and helpful tips for your virtual race.

Complete your distance any time (or many times!) between October 1st and October 31st.

Registration fees

Marathon Virtual Run/Walk

Price changes in 27 days 7 hours

\$50.00	Now registering Jul. 13 - Sep. 7
\$55.00	Sep. 8 - Sep. 28
\$60.00	Sep. 29 - Oct. 31

REGISTER

REGISTER

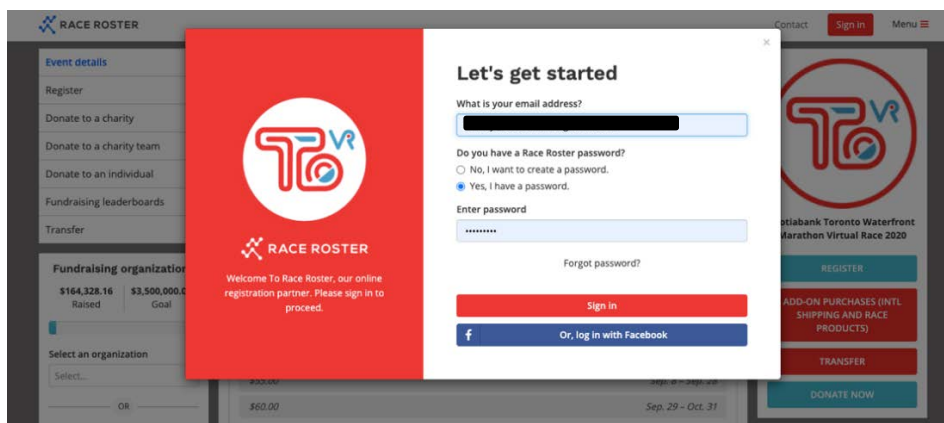
ADD-ON PURCHASES (INTL SHIPPING AND RACE PRODUCTS)

TRANSFER

DONATE NOW

Visit Website

3. **Create a Race Roster account** by entering your email address and creating a password. This will allow you to log back into your Race Roster account once you have registered for the race to review your race registration information.  
Note: If you have previously participated in a Canada Running Series event or another event where Race Roster was the registration vendor, then you will already have an account. You can log into Race Roster using your email and the password you had created.



RACE ROSTER

Let's get started

What is your email address?

Do you have a Race Roster password?

No, I want to create a password.

Yes, I have a password.

Enter password

.....

Forgot password?

Sign in

Or, log in with Facebook

Welcome To Race Roster, our online registration partner. Please sign in to proceed.



4. **Select a sub-event** (5K, 10K, Half or Full).  
Fields will appear for **Personal Information**.

5. **I would like to register...**

- Myself – Your personal information will be pre-populated
- Someone else - Is this someone you've registered before?

Notes:

- Select a previous registrant – previous registration info will be pre-populated
- OR if you are registering a new participant, enter new registration info

6. Complete **Personal information**. (All mandatory fields marked with a \*).

7. Complete **Registration Questions**

**Note:** Please select “**Affiliated Charity**” under the drop-down menu for “How did you learn about this event?” Optional question, and fill in **Myles Ahead** in the field.

The screenshot shows a registration form titled "RACE ROSTER" with a navigation bar containing "Event details", "Contact", "Sign out", and "Menu". The main content area is titled "Participating in the Scotiabank Charity Challenge? Please enter your SCENE membership number." and includes a text input field. Below this is a section titled "Scotiabank Charity Challenge and Marathon Relay Teams" with the question "Are you participating as part of the Scotiabank Charity Challenge or on a relay team? \*". There are three radio button options: "No, do not add this registrant to a team", "I'd like to create a new fundraising team or relay team", and "I'd like to join an existing fundraising team or a relay team". The third option is selected. Below the radio buttons is a "Select team" dropdown menu with "Myles Ahead" selected. Underneath, it says "Selected fundraising organization for Myles Ahead:" followed by a list item "Myles Ahead, Advancing Child & Youth Mental Health". At the bottom of the section is a "Products & merchandise" header.

8. Select I'd like to join an existing fundraising team (unless you'd like to create your own):

This is a close-up of the "Scotiabank Charity Challenge and Marathon Relay Teams" section. It features the question "Are you participating as part of the Scotiabank Charity Challenge or on a relay team? \*". Three radio button options are listed: "No, do not add this registrant to a team", "I'd like to create a new fundraising team or relay team", and "I'd like to join an existing fundraising team or a relay team". The third option is selected.



Option 1: does not apply to charities.

Option 3: fill in **Myles Ahead** to join our team!

**11. SKIP entering any promo code or gift code. Charity discount pin codes are no longer used.**

12. Select **CONTINUE** to proceed to WAIVERS and additional terms

13. On the Wavier screen, **please read thoroughly and check the box** beside 'I Agree to **Scotiabank Toronto Waterfront Marathon Virtual Race 2020 Waiver – Release Waiver and Indemnity**. Enter your initials in the box. Select **CONTINUE**.

14. To **make a donation to Myles Ahead during registration**, select or enter the donation amount, select Myles Ahead, Advancing Child & Youth Mental Health and fill out the associated questions below that pop up.

**\*\*Please note that the donation will be processed with your registration fee. There will be 1 charge on your credit card – a variation of “Scotiabank Toronto Wat” or “Race Roster 8559695515”.**



If you choose to make a donation...

How would you like to apply this donation? \*

✓ Select...  
Donate to [redacted] fundraising page  
General donation

**Required** – select either option from the drop down menu.

- “Donate to “Myles Ahead” team fundraising page” will have your donation show up on your personal fundraising page.
- “General donation” will have your donation show up on your desired charity’s page
- Both selections will send your donation to your charity, but the first option will show the donation tracked on the team fundraising page.

If you do not wish to make a donation during registration, **skip this step**. Select **CHECKOUT**.

15. Verify **Order details** (on the right hand side of the screen). This will include **your Event Distance and Registration Fee**.

Billing information	Order Details																		
<p>Copy from participant</p> <p>Participant No. [redacted]</p> <p>First name [ ] Last name [ ]</p> <p>Email address [ ] Phone number [ +1 416-555-5555 ]</p> <p>Address [ 123 Fake St ]</p> <p>City [ toronto ] Country [ Canada ]</p> <p>Province [ Ontario ] ZIP/postal code [ L1L 1L1 ]</p> <p><input type="checkbox"/> Please send me updates on event promotions and news from Race Roster.</p>	<p>Scotiabank Toronto Waterfront Marathon Virtual Race 2020</p> <p>Participant #1</p> <p>Name [ Shelby Foster ] Sub-event [ 5K Virtual Run/Walk ] Team [ ]</p> <table><tr><td><b>REGISTRATION &amp; ADD-ONS</b></td><td></td></tr><tr><td>Registration fee</td><td>\$35.00</td></tr><tr><td>+ Souvenir Shirt - Women's S</td><td>\$0.00</td></tr><tr><td><b>Registration &amp; add-on subtotal</b></td><td><b>\$35.00</b></td></tr><tr><td><b>PARTICIPANT TOTAL</b></td><td><b>\$35.00</b></td></tr></table> <p><b>Order Summary</b></p> <p><a href="#">Add/remove a promo code or gift code</a></p> <table><tr><td>Registration total</td><td>\$35.00</td></tr><tr><td>HST</td><td>\$4.55</td></tr><tr><td>Processing fee</td><td>\$4.32</td></tr><tr><td><b>TOTAL (CAD)</b></td><td><b>\$43.87</b></td></tr></table>	<b>REGISTRATION &amp; ADD-ONS</b>		Registration fee	\$35.00	+ Souvenir Shirt - Women's S	\$0.00	<b>Registration &amp; add-on subtotal</b>	<b>\$35.00</b>	<b>PARTICIPANT TOTAL</b>	<b>\$35.00</b>	Registration total	\$35.00	HST	\$4.55	Processing fee	\$4.32	<b>TOTAL (CAD)</b>	<b>\$43.87</b>
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Entry fee:	Total including taxes & processing fee:
5K/10K = \$ 35	\$ 43.87
Half Marathon = \$ 50	\$ 62.06
Full Marathon = \$ 50	\$ 62.06
Marathon Relay = \$ 135	\$ 165.17
The Whole Shebang = \$ 70	\$ 86.32
Virtual Double Up (Marathon/Half Marathon + 10K) = \$ 65	\$ 80.25
Virtual Double Up (10K + 5K) = \$ 45	\$ 56.00

16. Enter credit card information below to make your transaction. Click **SUBMIT ORDER**.  
**NOTE: If a donation is made at the same time as registration, a total of ONE (1) charge will be processed.**

Payment information

Credit card

MM / YY CVC

Please note this transaction will appear on your credit card as a variation of **Scotiabank Toronto Wat** or **Race Roster 8559695515**.

By clicking "Submit order", I acknowledge that I have read and agree with the Race Roster [terms of service](#) & [privacy policy](#).

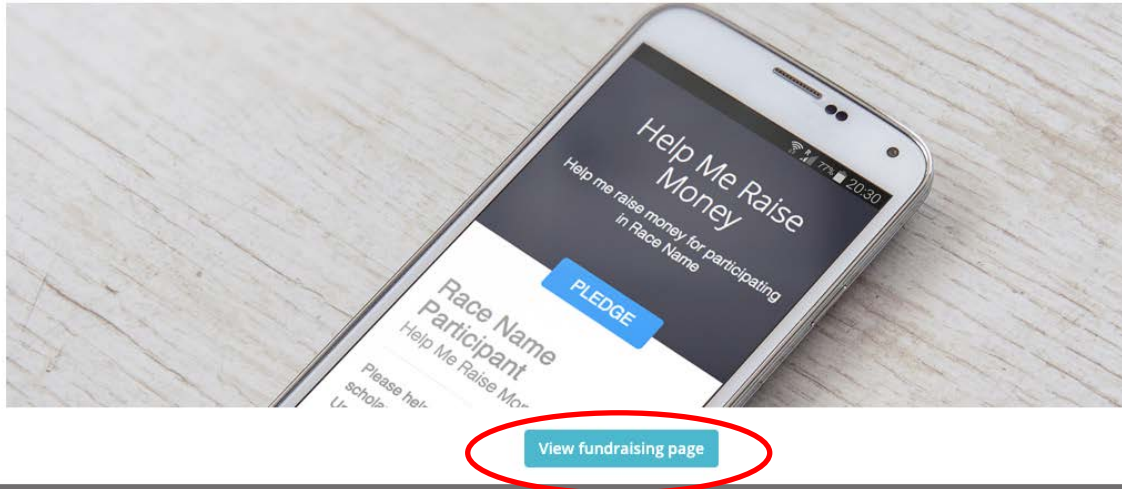
Submit order

17. Result: **Thank You!** Confirmation Number screen.

18. Scroll down to access your **Personal Online Fundraising Account** if you created on - Click on **View fundraising page**. **\*\*SAVE DIRECT LINK to easily share with family & friends!\*\***

**Start receiving donations!**

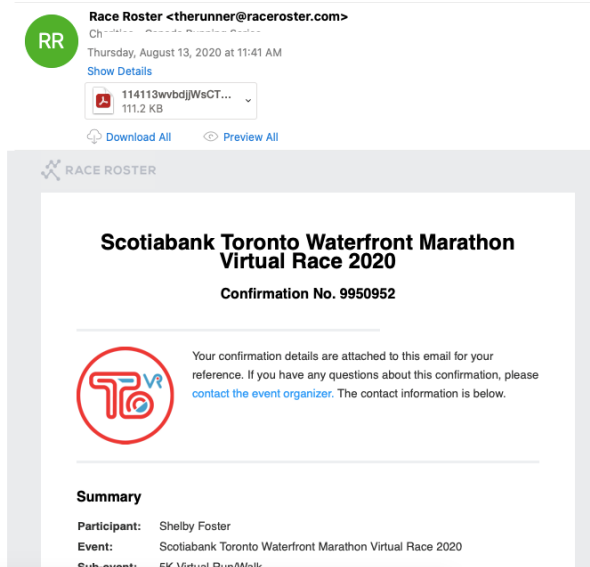
Congratulations! A fundraising page has automatically been created for you. Click on the link below to view your customizable fundraising page. You will then be able to edit the page to your liking.



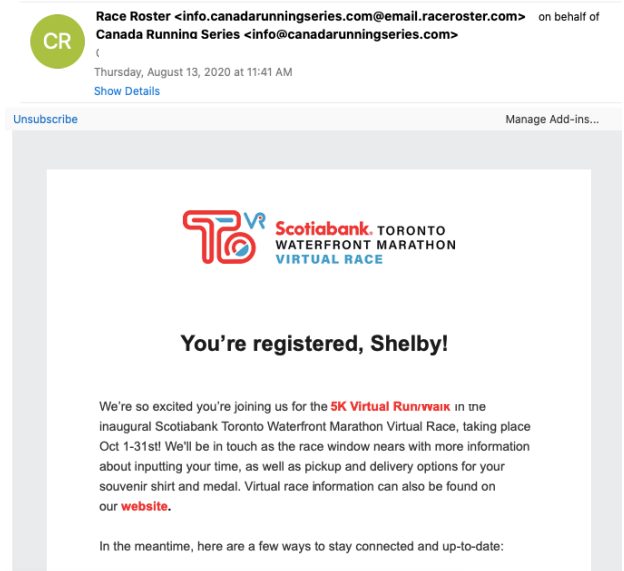
**Result: You will receive two confirmation emails \*SAVE BOTH EMAILS!**

- Event Confirmation from Race Roster with receipt attached.
- Race Confirmation from Canada Running Series with your unique fundraising link and instructions in the second half of the email.

Scotiabank Toronto Waterfront Marathon Virtual Race 2020 - Event Confirmation



Scotiabank Toronto Waterfront Marathon Virtual Race Confirmation



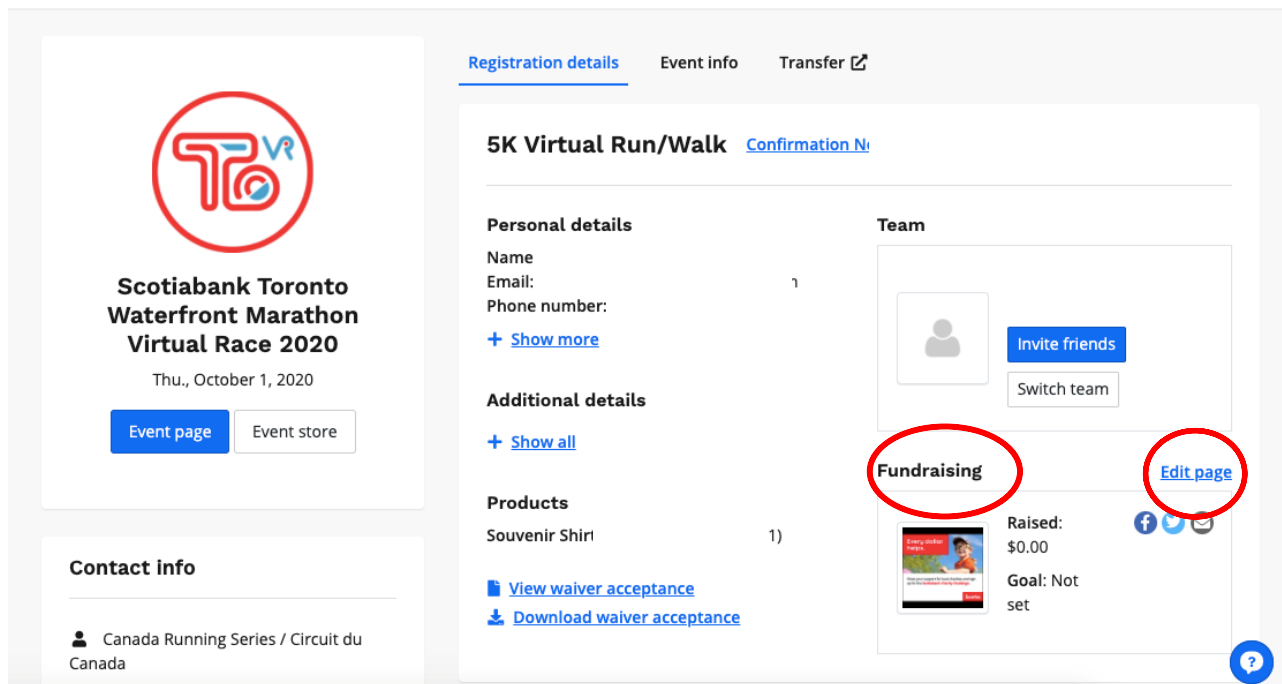
## Fundraising for the Event:

Once you click on your **View Fundraising Page** on the Confirmation screen, you will automatically be transferred over to your fundraising page in Race Roster.

Alternatively, you can log in and edit your fundraising account using the steps below!

1. To **log in to a fundraising account**, click your unique fundraising link provided in your email OR log in on RaceRoster.com. Enter the **username and password created during registration**.
2. On your Event Dashboard, select the event **Scotiabank Toronto Waterfront Marathon Virtual Race 2020**. This will take you to your event profile.
3. You can edit your **Fundraising Page** by clicking **Edit page** in the Fundraising window of your profile. This will open a new tab to your personal fundraising page.

## Scotiabank Toronto Waterfront Marathon Virtual Race 2020



The screenshot displays the fundraising page for the Scotiabank Toronto Waterfront Marathon Virtual Race 2020. The page is divided into several sections:

- Event Header:** Features the event logo (a red circle with 'TbVR' inside) and the event name: "Scotiabank Toronto Waterfront Marathon Virtual Race 2020". Below the name is the date "Thu., October 1, 2020" and two buttons: "Event page" and "Event store".
- Navigation:** At the top right, there are tabs for "Registration details" (selected), "Event info", and "Transfer".
- Event Title:** "5K Virtual Run/Walk" with a "Confirmation N" link.
- Personal details:** Fields for Name, Email, and Phone number, with a "+ Show more" link.
- Additional details:** A "+ Show all" link.
- Products:** A list showing "Souvenir Shirt" with a quantity of 1, and links for "View waiver acceptance" and "Download waiver acceptance".
- Team Section:** Includes a profile picture placeholder, an "Invite friends" button, and a "Switch team" button.
- Fundraising Section:** This section is circled in red. It contains the word "Fundraising" (circled in red), a "Raised: \$0.00" amount, and a "Goal: Not set" status. There are also social media sharing icons for Facebook, Twitter, and Email.
- Edit Page:** A blue "Edit page" link is circled in red in the top right corner of the fundraising section.
- Contact info:** Located at the bottom left, it shows "Canada Running Series / Circuit du Canada".
- Help:** A blue question mark icon is in the bottom right corner.

**You can set a fundraising goal, add your story or reason for fundraising and upload a profile photo.**

**\*\*NOTE – THIS DOES NOT ALTER ANY INFORMATION ON YOUR RACE REGISTRATION, JUST THE FUNDRAISING PAGE.**

**Note:** all manual (offline) donations must be sent to charity administrators to be inputted to your fundraising page.



Join the [STWM Virtual Race Facebook Group!](#)

**Use these hashtags on social media:**

#MylesAhead #SpreadTheLove

#ScotiaCharityChallenge #TOwaterfront42K #RunCRSVirtual #MoveForwardTO

Any inquiries, contact me (Leslie) here: [lkulperger@mylesahead.ca](mailto:lkulperger@mylesahead.ca)