



Every step helps young people and our community  
Register now and sign up for the Scotiabank Charity Challenge.  
October 21, 2018

You're richer  
than you think!



## 2018 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 the link to begin registration <https://raceroster.com/events/2018/14593/2018-scotiabank-toronto-waterfront-marathon>
2. Click 'Register' on the left hand tool bar.

The screenshot shows the Race Roster website interface. At the top, there's a navigation bar with 'RACEROSTER', 'Contact', 'Sign Out', and 'Menu'. Below this is a large banner for the Scotiabank Toronto Waterfront Marathon, dated October 21, 2018, with 'Canadian Registration (CAD)' noted. On the left, a vertical menu contains options: 'EN Change Language', 'Event Details', 'Register' (circled in red), 'Transfer', 'Gift Registrations', and 'Confirm Registration'. The main content area has a 'Let's Go Toronto!' section with descriptive text about the race. Below that is a 'Registration Fees' section with a red bar and a 'Marathon' label. On the right, there's a '2018 Scotiabank Toronto Waterfront Marathon Canadian Residents' section with a 'REGISTER' button and a 'BUY AS A GIFT' button.

3. **First Time Running in STWM**  
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.

### **Ran with AIM or Took Part in STWM Before**

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.

4. **Under 'Sub-Event', Select Event distance.**  
Result: Fields appear for **Registration Information.**
5. **Are you registering yourself, or someone else?** Is this someone you've registered before?



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Notes:

- Select a previous registrant (if you have registered before) 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. Check off 'Yes' under **Registration Policies**

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Registration Policies

- I understand there are no refunds under any circumstances for this event.

Yes

8. Complete **Additional Questions**

Note 1: Indicate 'Yes' to Will you be participating with a Recreational Wheelchair, if applicable

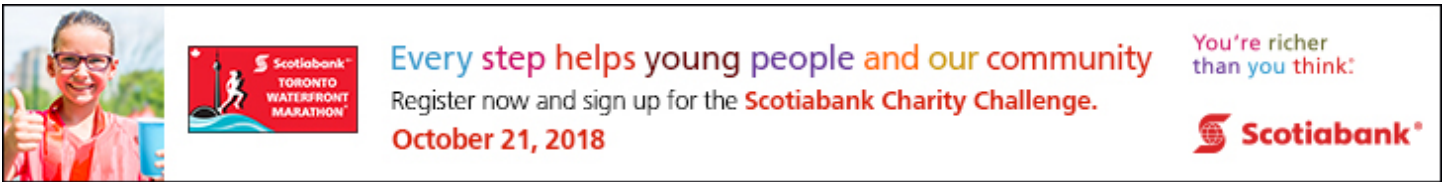
Note 2: Under how did you learn about this event, Please enter affiliated Charity in the drop down menu and enter "Autism in Mind" under 'Please Specify'

Note 3: Corral Time -The start wave that you would like to be placed in (usually based on your anticipated finish time.) AIM staff suggests Green or Purple, however, you may choose whatever Corral you prefer

Note 4: If you have a SCENE membership, please enter the number of your card.

9. Add **Swag & Merchandise** purchases by checking 'Add to order' if desired.

- Select a size for your **STWM Souvenir Shirt** (included with your race registration)
- Optional - iTab (\$12.00) - An adhesive plate with your finishing time that will be mailed to you post-race to add to your finisher's medal
- Optional – Running Room Training Clinics



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You're richer than you think:  
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Swag & Merchandise

- Souvenir Shirt INCLUDED

Select... ▼


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ITAB Medal Engraving - Personalize your Finisher's Medal! OPTIONAL

\$12.00

Once you've crossed the finish line, sit back and relax. Your ITAB will be engraved with your name and finish time and shipped to your address. The ITAB fits perfectly into your race day finishers medal. Every Race Tells a Story.

Option: ITaB  
 Add to order





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Exclusive Savings on 2018 Running Room Training Clinics! OPTIONAL

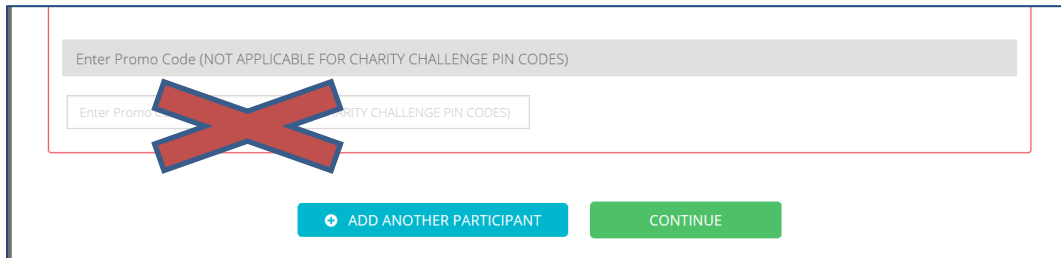
\$49.99

Save up to \$40 when you join a Running Room training program! Official STWM training programs begin June 2018. Running Room programs are designed to help runners from very little experience to marathon veterans reach their goals and keep inspired. A variety of classes and techniques are used to get you to the next step in your running. Includes 10 to 18 weeks of Run/Walk training, Group support, technical running t-shirt and more.

Option: Running Room Training Clinics (464 remaining)  
 Add to order



10. **PLEASE SKIP** the 'Enter Promo Code' field, **Click 'CONTINUE'**. **THE CHARITY PIN CODE DOES NOT GO HERE. IT CAN BE ENTERED AT A LATER TIME IN THE SCOTIABANK CHARITY CHALLENGE SECTION**



Enter Promo Code (NOT APPLICABLE FOR CHARITY CHALLENGE PIN CODES)

Enter Promo Code (NOT APPLICABLE FOR CHARITY CHALLENGE PIN CODES)

➕ ADD ANOTHER PARTICIPANT CONTINUE

11. Select **CONTINUE** to WAIVER and additional terms
12. On the Wavier screen, **please read thoroughly and check the box beside 'I Agree to Scotiabank Toronto Waterfront Marathon Waiver – Release Waiver And Indemnity'**. Select **CONTINUE**.
13. **Scotiabank Employee Verification** section – Respond to 'Are you a Scotiabank Employee?'  
Note: If you are a Scotiabank Employee, you must select yes to participate in the Employee Program, and to receive the associated program benefits.
14. **Scotiabank Charity Challenge** section - **select 'Yes'** to the question '**Do you want to participate in the Scotiabank Charity Challenge as a fundraiser or make a donation?**
15. **Choose a Charity** - Select the Charity you would like to support from the drop down menu.  
Note: If your charity does not appear on the list, please double-check the STWM website to ensure that your charity has been launched in this program <http://www.torontowaterfrontmarathon.com/community-and-charity/official-charities/>



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16. Once a charity has been selected, you can enter your discount Charity Pin Code.

**AIM's PIN CODES ARE:**

- Marathon or Half Marathon (\$80): **18AIM42K**
- 5k (\$40): **18AIM5K**
- 5k with Stroller (\$50): **18AIM5ST**

Do you want to participate in the Scotiabank Charity Challenge as a fundraiser or make a donation?

YES NO

Choose a Charity

Please select the charity you would like to support:

AIM

Charity Pin Code (if applicable)

Your Charity Pin Code

If you want more information on the PIN code or if your code doesn't work, please contact the selected charity before completing this form. This code gives you access to discount rates, but it is not mandatory.

17. **Do you want to fundraise or make a donation?** To create a fundraising account while registering, select **'Create a Scotiabank Charity Challenge Fundraising Account (via Artez)**. Create a username and password and enter an optional fundraising goal .

Note 1: You will need a fundraising account with Artez in order to fundraise money for AIM



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RACE ROSTER < Event Details Contact Sign Out Menu

I would like to create a fundraising account or make a donation

Create Scotiabank Charity Challenge Fundraising Account (via Artez) ←

Create Scotiabank Charity Challenge Fundraising Account (via Artez)

Preferred Artez Username  
avp0523 ←

CHECK AVAILABILITY

Artez Password  
..... ←

Fundraising Goal (optional)

\$ ←

Donate (optional)

Please enter the donation amount  
This donation will be processed separately by Artez.

\$

This donation will appear on your personal fundraising page and it will help you to reach your fundraising goal.

18. To **make a donation during registration**, enter the donation amount in the 'Donation' section at the bottom of this page.  
**\*\*Please note that the donation will be processed separately via Artez. There will be 2 separate charges on your credit card – Race Registration (Race Roster) and Donation (Canada Running Series).**

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

Donate (optional)


Please enter the donation amount  
This donation will be processed separately by FrontStream.

CA\$


This donation will appear on your personal fundraising page and it will help you to reach your fundraising goal.

CONTINUE TO PAYMENT

19. Select **'Continue to Payment'**



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20. Verify **Order details** (on the right hand side of the screen). This will include **your Event Distance, Registration Fee, Charity discount** (Netting \$80 – marathon or half marathon or \$40 – 5k).

RACE ROSTER
< Event Details
Contact
Sign Out
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### Billing Information

Copy from participant  
 Select...

First Name: Anh  
 Last Name: Vp  
 Email Address: [Redacted]  
 Phone Number: 12334567890  
 Address: 21 [Redacted]  
 City: Toronto  
 ZIP/Postal Code: a1b2c3  
 Country: Canada  
 State/Province: Ontario

Please send me updates on event promotions and news from Race Roster.

### Order Details

2017 Scotiabank Toronto Waterfront Marathon  
 Toronto, ON, Canada

Participant #1

Name	Anh Vp
Event	5km Run/Walk
<b>REGISTRATION &amp; ADD-ONS</b>	
Registration Fee	\$45.00
+ Casual Shirt - women-s	\$0.00
Registration & Add-On Sub-total	\$45.00
<b>DISCOUNTS &amp; PROMO CODES</b>	
Promo Code - 17 [Redacted]	-\$5.00
Discount & Promo Code Subtotal	-\$5.00
<b>PARTICIPANT TOTAL</b>	<b>\$40.00</b>


### Order Summary

Registration Total	\$40.00
HST	\$5.20
Processing Fee	\$4.73
<b>Total Due (CAD)</b>	<b>\$49.93</b>

### Payment Information


Credit Card Number: [Redacted]  
 Credit Card Type: Select...  
 Expiration Date: 01 / 2017  
 CSC (What's This?): [Redacted]


21. Complete **payment information (Visa, Mastercard or American Express)** and **submit order**.  
 Result: **Thank You!** Confirmation Number screen




## Thank You!

Confirmation Number: 3571188

 Print Your Receipt

 Add to Apple Wallet



**You have successfully registered for 2017 Scotiabank Toronto Waterfront Marathon.** Details regarding your registration, and updates on the event will be sent to your email address on file (anhvuong88@hotmail.com). If you have any questions concerning the event, please contact Canada Running Series / Circuit du Canada at 855-969-5515 or [support@raceroster.com](mailto:support@raceroster.com)



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22. Transfer over to your **Personal Online Fundraising Account** - Click on **your Charity's name** in the **Scotiabank Charity Challenge** window.

Thank You!

Confirmation Number: [REDACTED]

Print Your Receipt | Add to Apple Wallet

**Scotiabank TORONTO WATERFRONT MARATHON**

You have successfully registered for 2017 Scotiabank Toronto Waterfront Marathon. Details regarding your registration, and updates on the event will be sent to your email address on file (anhvuong88@hotmail.com). If you have any questions concerning the event, please contact Canada Running Series / Circuit du Canada at 855-969-5515 or support@raceroster.com

Share this with your friends!

Thanks for registering! This is a great chance to compete or get together with friends. Send out the link below to spread the word and get others involved.

I just registered for 2017 Scotiabank Toronto Waterfront Marathon using Race Roster. Join me in this event by registering here - <https://raceroster.com/events/2017/10447/2017-sciotiabank-toronto-waterfront-marathon?aff=X4DQP>

Share on Facebook | Tweet This | Share via Email | Share on Google+

Scotiabank Charity Challenge

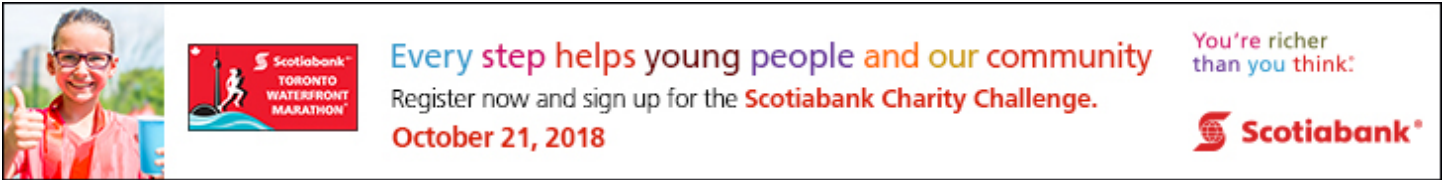
Please click the charity button below to sign in to your personal online fundraising account, customize your page and start fundraising.

Help Me Raise Money

FOUNDATION

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

- Race Registration from Race Roster
- Charity Fundraising Registration from your Charity



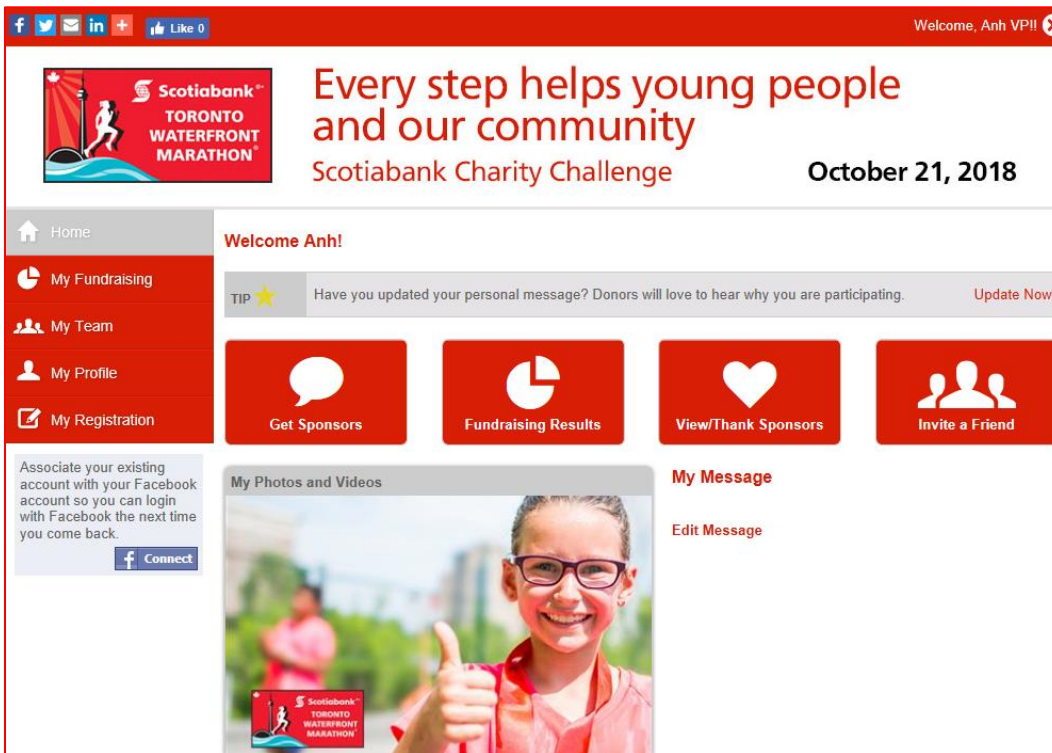
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## Fundraising for the Event:

Once you click on your Charity on the Confirmation screen, you will automatically be transferred over to your fundraising page in Artez.



Welcome, Anh VP!!

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Home | My Fundraising | My Team | My Profile | My Registration

Welcome Anh!

TIP ★ Have you updated your personal message? Donors will love to hear why you are participating. [Update Now](#)

Get Sponsors | Fundraising Results | View/Thank Sponsors | Invite a Friend

Associate your existing account with your Facebook account so you can login with Facebook the next time you come back. [Connect](#)

My Photos and Videos

My Message  
[Edit Message](#)

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

1. To **log in to a fundraising account**, click <https://secure.e2rm.com/registant/startup.aspx?eventid=237261>. Enter the **username and password created during registration** in the Scotiabank Charity Challenge section.
2. The **'Home'** tab shows **the message that will appear on your personal fundraising page**. To edit this message, click **'Edit Message'** below the text content. To **add photos and videos**, select **'Add Media'**.
3. The **'Fundraising'** tab will allow you to **change your fundraising goal, email potential sponsors, see donations** made to you, **manually enter cash and cheque donations** and more!
4. To **edit any of your personal information** on your fundraising page, select **'Profile'**  
**\*\*NOTE – THIS DOES NOT CHANGE THE INFORMATION ON YOUR RACE REGISTRATION, JUST THE FUNDRAISING PAGE.**
5. The **'Registration'** tab is **NOT your race registration** – it is stating that you are registered in Artez for fundraising.