### Hello Everyone!

Thank you for choosing to support Nellie's at Scotiabank Waterfront Marathon! This year, our goal as an organization is to raise \$20,000. If you would like to join us on October 16<sup>th</sup>, 2016, you will need to register yourself for the Scotiabank Waterfront Marathon.

We've put together a step-by-step guide to registering for the Scotiabank Waterfront Marathon:

## Step 1:

# http://www.torontowaterfrontmarathon.com/en/charity/nellies.htm

Follow the prompts at the bottom of the page. If you have not registered for the race, click the link that says "If you HAVE NOT registered for the race, click here".

## Step 2:

After clicking the link, it will bring you to <u>https://raceroster.com/events/2016/6374/scotiabank-toronto-waterfront-marathon</u>. Click on the blue "Register" button on the right side of the page. At that point, you will be asked to input your email address, and create a password. (Please store the email address and the password so you can use it to access your page) Then click "Sign Up".

### Step 3:

You will be brought to a page where you will choose whether you are running the half or full marathon or walking, running or wheeling the 5k. Input the rest of your information into this page (name, DOB, email, address, etc). You will be asked to select your "corral time" input your corresponding time estimate. For example, Jenny thinks she can walk 5km in 45 minutes, she will select the blue corral time.

### Step 4:

Read and understand the waiver, and indicate that you are/aren't a Scotiabank employee.

### Step 5:

You will have to indicate that you are participating as a Scotiabank Charity Challenge fundraiser. Input that you are supporting Nellie's Shelter for Women and Children. Input your corresponding charity pin code for a discount:

Marathon/Half Marathon: 16NELLIE42K

5K: 16NELLIE5K

5K with stroller: 16NELLIEst

At the bottom of the page, please indicate that you would like to create a fundraising account (via FrontStream). This will allow you to join "Team Nellie's", and create a personal fundraising page.

<u>Select a username and password</u>. Create a fundraising goal, and press the green "CONTINUE TO PAYMENT" button. It will take you to your order summary. Make sure all your information is correct.

### Step 6:

Payment! Input your payment details. After your payment is processed, you will be given a confirmation number. SAVE THIS NUMBER. Congratulations, you have registered for the Scotiabank Waterfront Marathon!

### Step 7:

### http://www.torontowaterfrontmarathon.com/en/charity/nellies.htm

Indicate that you have already registered, and click the link to create a fundraising account.

#### Step 8:

Input your username and password that you created in step 5. You will be brought to your personal fundraising page. At this point, you will want to join "Nellie's team". Click the button that says "Team" on the left side of the page. Here it will ask you to join a team. Our team name is "Nellie's Team", and our team captain is Ingrid Graham. Click the link that says "Nellie's Team", and then click the link that says "join this team"

### Step 9 (optional):

Now that you've joined our team, you can start fundraising! You will now be able to customize your personal fundraising page by adding your fundraising goal, a personal message, or even a picture!

<u>If you are having any difficulties registering for Scotiabank Waterfront Marathon, or joining "Nellie's</u> <u>Team", please contact Shanine at shanine@nellies.org or call our office at 416-461-8903.</u>