SBTF Race for Research Registration Instructions

Step One:

From the Home page (sbtfRFR.com), select your event by clicking "Sign Up."

Events

Fun for kids six and under!			
Tot Trot	**1k Run/Walk (Untimed)**	**5k Run/Walk (Timed)**	**Virtual Participant**
$20	**$40**	**$50**	**$20**
6:30AM EDT – 10:30AM EDT	6:30AM EDT – 10:30AM EDT	6:30AM EDT – 10:30AM EDT	Registration ends September 14, 2025 at 11:59pm EDT
Price increases after September 14, 2025 at 10:00pm EDT	Price increases after September 14, 2025 at 10:00pm EDT	Price increases after September 14, 2025 at 10:00pm EDT	
Open to ages 6 and under.			
Sign Up	Sign Up	Sign Up	Sign Up

Step Two:

Registrant #1   Clear all fields

Sign In   Login with your RunSignup account.

Who are you registering? *

First Name *   Last Name *

Email Address *   Confirm Email *

Create Password ⓘ *   Confirm Password *
This will be the password for your RunSignup account.

Date of Birth *   Gender *   Phone *
07/18/2025   ○ Male ○ Female

Choose Your Event *

Fun for kids six and under!
○ Tot Trot $20.00 + $2.20 SignUp Fee ⓘ
Open to ages 6 and under.
Select your event first, then join or create a team if you'd like!

○ 1k Run/Walk (Untimed) $40.00 + $3.40 SignUp Fee ⓘ
Select your event first, then join or create a team if you'd like!

● 5k Run/Walk (Timed) $50.00 + $4.00 SignUp Fee ⓘ
Select your event first, then join or create a team if you'd like!

○ Virtual Participant $20.00 + $2.20 SignUp Fee ⓘ
Select your event first, then join or create a team if you'd like!

Enter your personal information.

If you have a Signup account, you can login using the "Sign In" green button.

If you do not have an account, enter your personal information as requested.

Confirm your event (1K/5K/Tot Trot/Virtual). The site will have pre-selected the event based on your initial selection, however you may change it here if desired.

If you'd like to register additional people, you may do so on this page (see Step Three).

You will pay a reduced processing fee if you register multiple people in one transaction.

Step Three:

If you'd like to register additional people, you may do so on this page by clicking the orange button.

You will pay a reduced processing fee if you register multiple people in one transaction.

The site will auto populate the same address for additional registrants as entered in Registrant #1, but you may edit it if it is not accurate for that individual.

Confirm the additional registrants' events. The site will have pre-selected the event based on your initial selection, however you may change it here if desired.

Step Four:

Choose if you'd like to join or create a Team. You will select or create the team on the next page.

Click to accept the waiver and press Continue.

Step Five:

Team for asdf asdf

No Team	Join an Existing Team	Create a New Team

No Team is selected
Choose an option above to join or create a Team.

Continue   Back

Ⓡ

NO TEAM: If you selected "no" when asked if wanted to join or create a team in the previous page, you will see the "No Team" tab highlighted in blue. You may press the green "continue" button to move forward. If you have changed your mind, click on the "join" or "create" tab headings.

No Team	Join an Existing Team	Create a New Team

Select Team *
(Select a Team)

Search for existing Teams

Continue   Back

No Team	Join an Existing Team	Create a New Team

Select Team *
Can't Steal Caden's Joy

Search for existing Teams

Team Details
Team Name: Can't Steal Caden's Joy
Team Captains: Jeff W.
Minimum Age: None
Maximum Age: None

Continue   Back

JOIN A TEAM: If you selected yes" when asked if wanted to join or create a team in the previous page, you will see the "Join an Existing Team" tab highlighted in blue.

Use the drop down box to select the team you'd like to join or use the search bar.

If you registered multiple people, each person will choose a team, however a fourth tab will appear making it simple to add those registrants to the same team as the primary registrant once selected.

Click the green "Continue" button to move forward.

Team for 123 123qer

No Team	Join an Existing Team	Create a New Team	Join the Same Team as wertwert wertwert

Select Team *
(Select a Team)

Search for existing Teams

Team for wertwert wertwert

No Team	Join an Existing Team	Create a New Team	Join the Same Team as 123 123qer

Select Team *
(Select a Team)

Search for existing Teams

Continue   Back

CREATE A NEW TEAM: If you selected yes" when asked if wanted to join or create a team in the previous page, you will see the "Create a new Team" tab. Enter the Team name and click the green "Continue" button to move forward.

Team for asdf asdf

No Team	Join an Existing Team	Create a New Team

Team Type *
Groups/teams

Team Name *

Description:
Gather friends and family to work towards a fundraising goal.

Continue   Back

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Step Five:

T-Shirt Option *

— Select An Option — ▾

Emergency Contact Phone *

[   ]

Please provide an emergency contact phone number for the tot-trot participant. It will only be used in case of emergency.

If you would like to sign up to receive emergency text message updates for this race, please enter your cell phone number here.

[   ]

Texting will be limited to only important Race for Research updates and/or emergency information. Your cell number will not be sold or shared.

[Continue]   Back

Select your t-shirt size and enter an emergency contact phone number. This should NOT be your phone number but that of someone we should contact in case of an emergency on event day.

If you'd like to enter your cell phone number and receive Race communications, please enter it here. This number will not be sold or used for any other communications.

Click the green "Continue" button to move forward.

Step Six:

The Race for Research is a fund raising event to support the brain tumor community.

You will create a personal fundraising page in this step, however you are not required to raise funds to participate in the Race for Research. You must be an individual fundraiser to be a member of a team or a participant in the Race.

You will have the opportunity to share this page with supporters and have them donate. If you selected a team, the funds will roll up into the team total.

It is auto-populated with information, you may personalize it or leave it as is. You may upload a photo, change the text, add a tagline and set your fundraising goal.

You can also edit this page at any time after registration if you'd like to personalize it at a later date.

Southeastern Brain Tumor Foundation Race for Research

Donation Goal: $200,000

Our mission at the Southeastern Brain Tumor Foundation is to improve the quality of life for brain tumor patients and their loved ones. By working together with our supporters, we aim to continue to be a source of hope through counseling, education and support.

Founded in 1995, we are a non-profit and public charity whose members were brought together by a brain tumor diagnosis that altered their lives forever. We support the brain tumor community by funding research grants, raising awareness, awarding educational scholarships, and offering patient programs.

We rely on the generosity of our supporters to continue to offer support, hope and courage to the brain tumor community.

You must register and become an individual fundraiser to join or create a fundraising team. You are NOT required to raise funds to participate.

DONORS: To donate, click "select" for an individual or team fundraiser and enter amount below.
REGISTRANTS: Update your page and make a personal donation below if desired.

Individual Fundraisers

You must create a new fundraiser.

Become a Fundraiser

Become a Fundraiser

Create a personal page, collect donations, and set your personal Fundraiser goal!

Fundraiser for asdf asdf

Your Fundraiser Name *
[asdf asdf]

Your Fundraiser Goal
[$ 150]

Page Options
☐ Hide from public lists.
Still visible via direct link.

Tagline
[   ]

Support a Charity
Southeastern Brain Tumor Foundation

Create Your Custom Fundraiser URL
[https://runsignup.com/]
If you enter a URL here, this link can be used to send people directly to your fundraiser page.

Choose your image
You can upload .png, .jpeg, .jpg, or .gif files.
☐ Save as my profile picture

Personal Message Heading
[Story]

Personal Message to Display on Your Fundraiser Page

File Edit View Insert Format Tools

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It is time for the Race for Research, benefitting Southeastern Brain Tumor Foundation!

The race will be held at Atlantic Station – near downtown Atlanta, GA. It's a 5K run/walk, 1K fun-run/walk and a fundraising event that raises money to support brain tumor research. Your participation and donations enable support

Below the personal fundraising page, you will see confirmation of your team membership if selected. You will not be able to edit the team at this step.

Below the team confirmation you may enter a personal donation above your registration fees. This is not required but greatly appreciated.

You can enter a tribute message with your gift in support, honor or memory of someone. You can also select to be anonymous on the site or to enter a custom message.

If your employer offers a donation matching program, enter your employer and you will be sent detailed instructions to apply for the match and double your impact on the brain tumor community! Unsure? Enter your employer and see if they are in the list.

Click the green "Continue" button to move forward.

Step Seven:

Enter your payment method and billing information. If you didn't select to include a donation you have the opportunity to do so at this step as well.

You will also see a summary of your registration which will be emailed to you. In that email will also be a link to edit your personal page and your team page if you are the captain of the team.

The platform charges a processing fee to cover credit card transaction fees and is dependent on the amount of the payment.

Click the green "Complete Payment" button to finalize your registration and/or donation.