SBTF Race for Research Registration Instructions

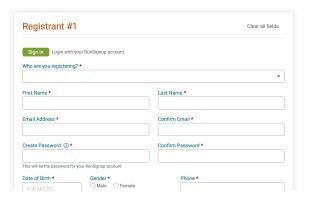
Step One:

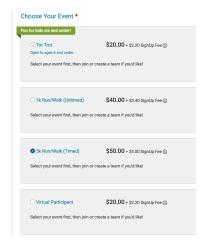
From the Home page (sbtfRFR.com), select your event by clicking "Sign Up."

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

Events

Step Two:





Enter your personal information.

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

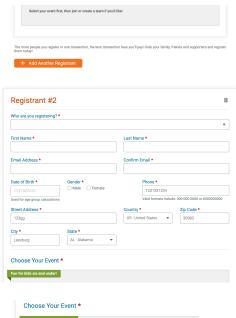
If you do not have an account, enter your personal information as requested.

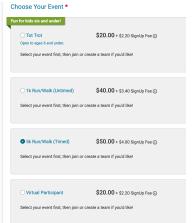
Confirm your event (1K/5K/Tot Trot/Virtual). The site will have pre-selected the event based on your initial selection, however you may change it here if desired.

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:





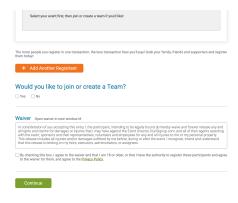
If you'd like to register additional people, you may do so on this page by clicking the orange button.

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:

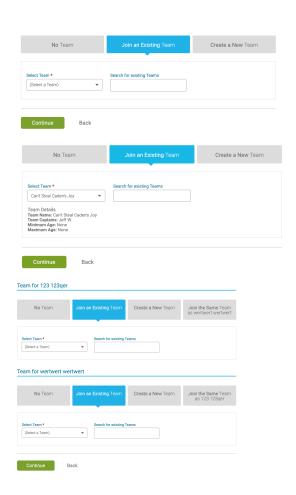


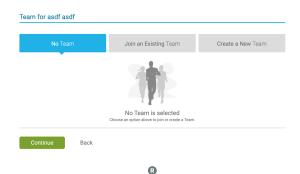
Choose if you'd like to join or create a Team. You will select or create the team on the next page.

Click to accept the waiver and press Continue.

Step Five:

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.





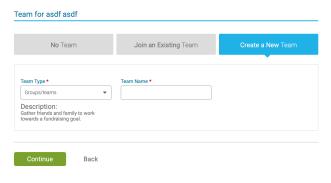
JOIN A TEAM: If you selected yes" when asked if wanted to join or create a team in the previous page, you will see the "Join an Existing Team" tab highlighted in blue.

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

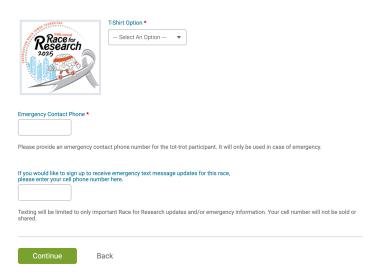
If you registered multiple people, each person will choose a team, however a fourth tab will appear making it simple to add those registrants to the same team as the primary registrant once selected.

Click the green "Continue" button to move forward.

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.



Step Five:



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:

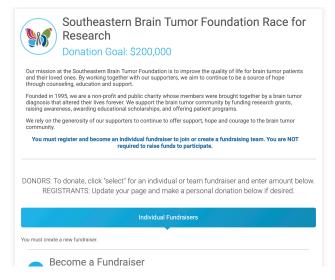
The Race for Research is a fund raising event to support the brain tumor community.

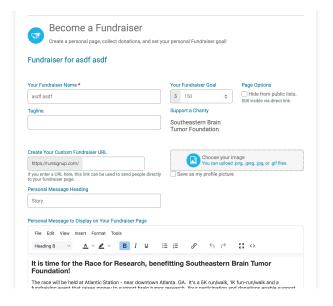
You will create a personal fundraising page in this step, however you are not required to raise funds to participate in the Race for Research. You must be an individual fundraiser to be a member of a team or a participant in the Race.

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.





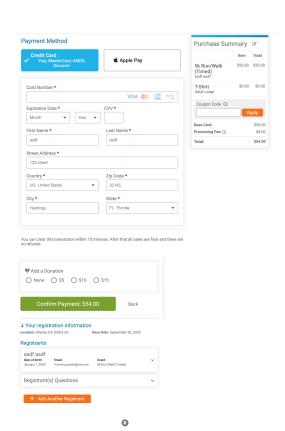
Below the personal fundraising page, you will see confirmation of your team membership if selected. You will not be able to edit the team at this step.

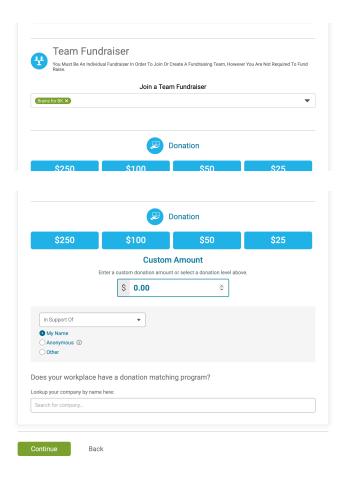
Below the team confirmation you may enter a personal donation above your registration fees. This is not required but greatly appreciated.

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.