ROBOT RUN and STEAM KIDFest

Create a fundraiser for your FIRST team in 12 easy steps!

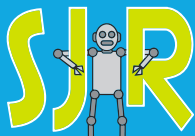**1.** A Team Coach or parent designated to oversee a team's participation needs to CREATE a team. They do this by clicking on https://runsignup.com/Race/NJ/Sewell/RobotRun and then CREATING A TEAM by clicking on GROUP / TEAM from the left side bar.

2. Next click CREATE A GROUP / TEAM in the blue box to the right.

3. The team's representative should click NEW REGISTRANT

4. They should type in the BASIC information required as their own information and select 5K Robot Run (even if they are not running). NOTE - If you are not running, walking yourself you will not be charged $30! You will have the option to choose to have the $30 fee waived later in the process.

5. Scroll down and click YES where it asks if you would like to join or create a group.

6. Check off the WAIVER box and click CONTINUE.

7. Click the gray box on the right - CREATE A NEW GROUP TEAM

8. In the 2nd box to the right where it says GROUP / TEAM NAME type in the team's name and #, BE SURE TO INCLUDE THE TEAM NUMBER. Also, DO NOT SET A PASSWORD. Click on the blue CONTINUE button.

9. The next screen asks if you are a South Jersey Robotics Student - If you are running or walking click on NO, I AM NOT A STUDENT and you will be charged the $30 participation fee, $10 of which will go to your team. If you are not running or walking and are creating a fundraiser for your team Click I AM A SJR STUDENT and the $30 charge will be waived - you will be only be charged $5 to register your team for your fundraiser. Click Continue.

10. Were you referred to this site by a SJR student? - Type in NO. Where it asks for T-shirt selection - If you are paying the $30 fee to Run/Walk choose a shirt size. If you are not paying the $30 fee choose NO SHIRT. Click CONTINUE.

11. Do Not click on anything on the next page - just click CONTINUE at the bottom

12. Review your information, add you payment information for either the $30 charge if you are running or walking, or for the $5 charge if your are just creating a team. Click CONFIRM PAYMENT and you're done!

Once you have created a team simply share the Robot Run race site link
https://runsignup.com/Race/NJ/Sewell/RobotRun
and YOUR TEAM NAME & NUMBER with people, and when they visit the site to register they will click on GROUP / TEAMS from the left side bar and select your team name and number.
Your team will receive $10 for every runner/walker that joins your team as a paid registrant.