

# How to start a Team and Fundraising Page

Follow the steps on this page.  
If you have questions, please email [kellyt@cvhnkids.org](mailto:kellyt@cvhnkids.org).

1. Go to the [race registration page](#) and start the normal registration process.

**CVHN Smile Mile & 5K**  
Saturday May 12, 2018  
Watercolor, FL US 32459 Directions





**EVENTS**

Event Name	Child Price / Adult Price	Child Start Time	Adult Start Time	Registration Ends
5K Child Registration	\$20 / \$15	7:30AM CDT	9:00AM CDT	May 12, 2018 at 7:00am CDT
5K Adult Registration	\$35 / \$30	7:30AM CDT	9:00AM CDT	May 12, 2018 at 7:00am CDT
Smile Mile Child Registration	\$20 / \$15	8:15AM CDT	9:00AM CDT	May 12, 2018 at 7:00am CDT
Smile Mile Adult Registration	\$35 / \$30	8:15AM CDT	9:00AM CDT	May 12, 2018 at 7:00am CDT

2. Click the Race you would like to sign up for. On the right-hand side, you will see a button **“Join Group/Team”**. Click this to join an existing team or create a new team.

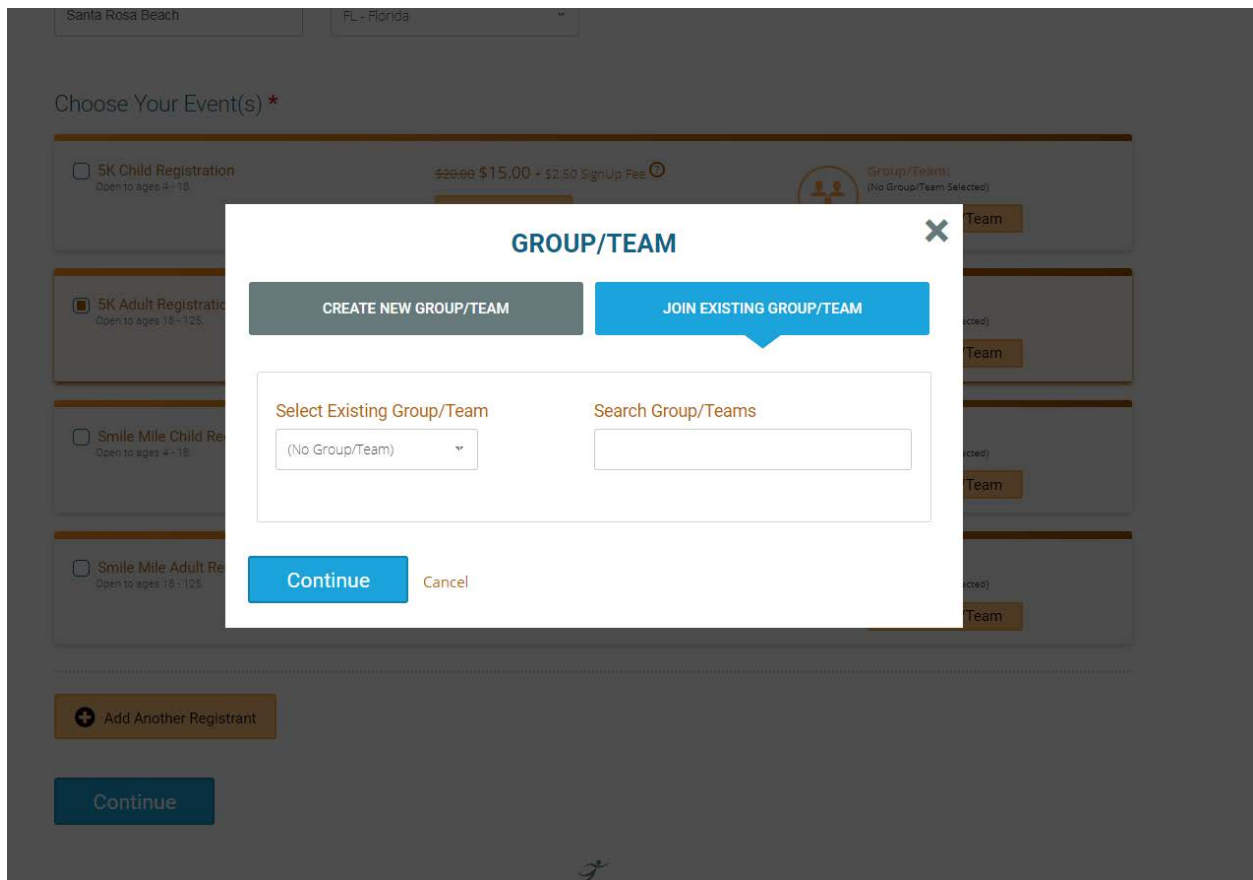
City \*  State \*

Choose Your Event(s) \*

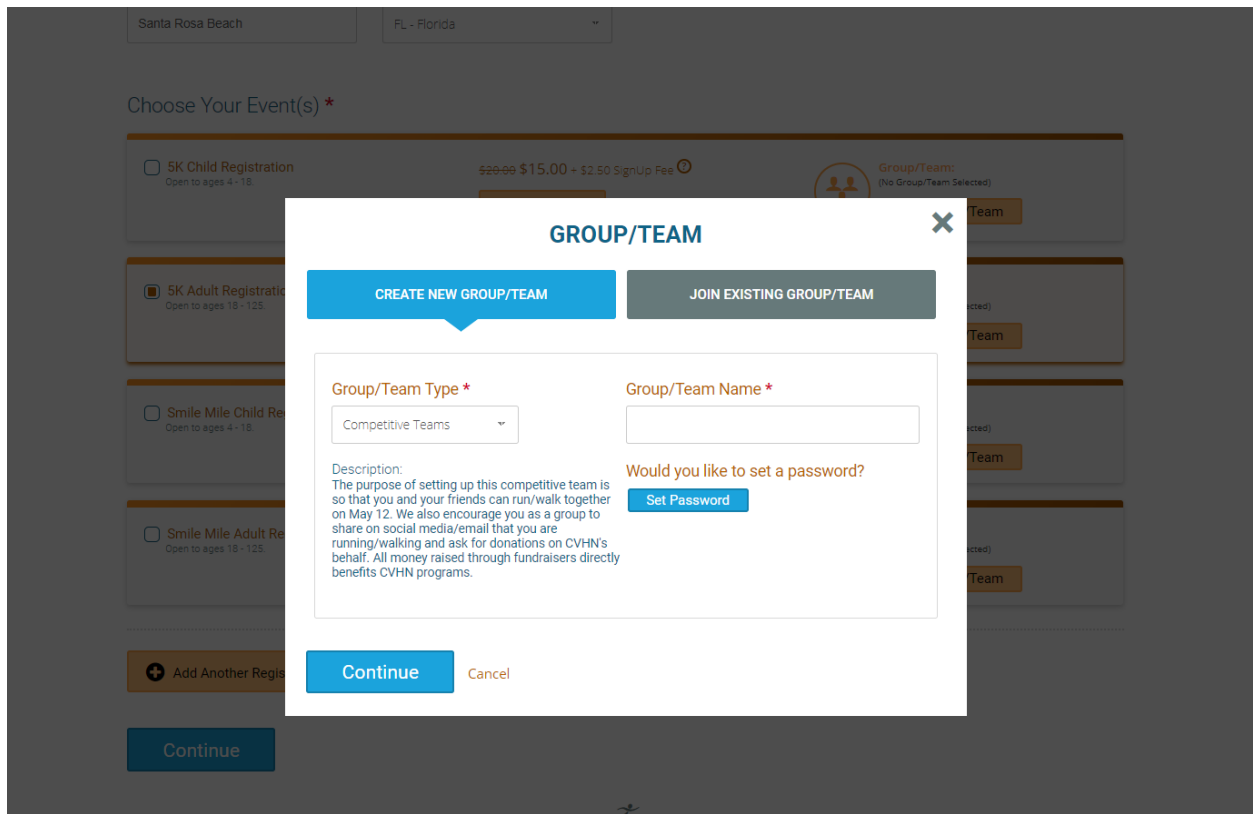
<input type="checkbox"/> 5K Child Registration Open to ages 4 - 18.	<del>\$20.00</del> \$15.00 + \$2.50 SignUp Fee ⓘ <b>Special Pricing</b>	 Group/Team: (No Group/Team Selected) <input type="button" value="Join Group/Team"/>
<input checked="" type="checkbox"/> 5K Adult Registration Open to ages 18 - 125.	<del>\$35.00</del> \$30.00 + \$2.50 SignUp Fee ⓘ	 Group/Team: (No Group/Team Selected) <input type="button" value="Join Group/Team"/>
<input type="checkbox"/> Smile Mile Child Registration Open to ages 4 - 18.	<del>\$20.00</del> \$15.00 + \$2.50 SignUp Fee ⓘ	 Group/Team: (No Group/Team Selected) <input type="button" value="Join Group/Team"/>
<input type="checkbox"/> Smile Mile Adult Registration Open to ages 18 - 125.	<del>\$35.00</del> \$30.00 + \$2.50 SignUp Fee ⓘ	 Group/Team: (No Group/Team Selected) <input type="button" value="Join Group/Team"/>




3. To Join an existing team, simply select the team from the drop down menu or search for the team in the search box. If you want to create a new team, skip this step and move to Step 4.



4. To create a new team, click the **“Create a New Group/Team”** tab. Here you will create your Team Name and set a password if you would like. Click Continue. *We don't recommend setting a password.*



5. Click Continue at the bottom and follow the prompts for the Waiver, Shirt Size, ect. Then you will come to Step 6.
6. You will come to the donation/fundraising portion of registration. If you want your team to raise money for CVHN, click the blue button **“Become a Fundraiser”**.



CVHN Smile Mile & 5K

**Did you know that CVHN relies heavily on the personal donations from the members of our community?**

**Did you also know that there is NEVER a charge to a child or family that uses our services? EVER. No matter the severity of the medial or dental need.**

**You can help us continue to provide these vital services to local kids in need. DONATE TODAY and make a difference.**

Children's Volunteer Health Network is a 501(c)(3) nonprofit organization and contributions are tax deductible to the extent of the law. Federal Tax ID# 20-3276365. CVHN provides access to free medical, dental, vision and mental health care to uninsured and underinsured children in Okaloosa and Walton Counties. Please visit [www.cvhnkids.org](http://www.cvhnkids.org) or call 850-622-3200 for more information.

#CH23128 A COPY OF THE OFFICIAL REGISTRATION AND FINANCIAL INFORMATION MAY BE OBTAINED FROM THE DIVISION OF CONSUMER SERVICES BY CALLING TOLL-FREE (800-435-7352) WITHIN THE STATE. REGISTRATION DOES NOT IMPLY ENDORSEMENT, APPROVAL, OR RECOMMENDATION BY THE STATE.

Select a fundraiser to donate to a cause. Select "Become a Fundraiser" if you would like to set up a new fundraiser.

[Become A Fundraiser](#)

FUNDRAISER TEAM FUNDRAISER

Search Team Fundraiser

Santa Rosa Race Team

Team All Smiles

Siege of Wild Herons

7. Scroll down until you see this drop box selection and select **“NEW TEAM FUNDRAISER”**.

## Fundraiser for Kerri Parker

**Your Individual Fundraiser Name**

**Your Fundraiser Goal**

**Tagline**

Show goal thermometer.  
 Show scrolling list of donors.  
 Hide from public lists.  
Still visible via direct link.

**Create Your Custom Fundraiser URL**  
  
If you enter a URL here, this link can be used to send people directly to your fundraiser page.

**Personal Message to Display on Your Fundraiser Page**

File Edit Insert View Format Tools

Paragraph A A B I U List List Link Undo Redo Full Screen

Words: 0

**Fundraiser Image**  
 no file selected  
Image must be at least 200x200 pixels. Maximum file size is 5MB.  
 Use my current profile picture  
 Save as my profile picture

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### Create or Join a Team Fundraiser (Optional)

The fundraisers you set up above can join an existing team fundraiser or become a new team fundraiser if desired.

**Team Fundraiser**

(No Team Fundraiser)  
 (New Team Fundraiser)  
 Team All Smiles

Search Team Fundraisers

New Team Fundraiser

8. Follow prompts to create your team. Make sure to set a goal for your team to raise! All team fundraisers monies will directly impact CVHN programs.
9. Once you have registered you can share on social channels. We recommend to stay logged in and go to the primary navigation EDIT FUNDRAISER and create an easy to use custom fundraiser URL and perhaps add a fun image.



# CVHN Smile Mile & 5K

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## Edit Fundraiser: Siege of Wild Herons – Team Fundraiser

**Your Team Fundraiser Name**

**Your Fundraiser Goal**

**Tagline**

Show goal thermometer.  
 Show scrolling list of donors.  
 Hide from public lists.  
Still visible via direct link.

**Create Your Custom Fundraiser URL**  
  
If you enter a URL here, this link can be used to send people directly to your fundraiser page.

**Personal Message to Display on Your Fundraiser Page**

File Edit Insert View Format Tools

Paragraph A B I U List Link Undo Redo

Thank you for supporting our community by helping children that otherwise may have nowhere else to receive healthcare or dental services. Wild Heron is full of Good people who want to band together and doGood! Let's make our mark on this race – **IT'S FOR THE KIDS!**

Words: 46

**Fundraiser Image**  
 no file selected  
Image must be at least 200x200 pixels. Maximum file size is 5MB.

### Fundraiser Captains

You can allow other people to manage your fundraiser. They must set up a RunSignUp account first. If they do not have an account, they can create one by clicking the Sign Up button at the top of the RunSignUp homepage. Once they have an account, you can enter the E-mail address they used to set up their account.

<input type="text" value="example@example.com"/>	<input type="text" value="example@example.com"/>	<input type="text" value="example@example.com"/>
<input type="text" value="example@example.com"/>	<input type="text" value="example@example.com"/>	<input type="text" value="example@example.com"/>