

CREATING A TEAM

FROM YOUR DESKTOP

PEDALS

Visit: PEDALSFORALS.COM

NEXT STEPS:

1

Scroll down to "**Get Involved**" and click "**Create a Team or Join a Team**"

It will be on the left side of the screen on your desktop

2

Click "**Sign Up Now!**"
(this will open a new tab)

Click "**Team Fundraiser**"

Scroll down and click the orange "**Become a Fundraiser**" button

3

Create your **PERSONAL** fundraising page by filling out the online form with your information.
Scroll down and click the toggle button under "**Create a Team Fundraiser**"

4

Fill out the New Team Fundraiser Name and Goal

Click the blue "**Set Up Fundraiser**" button

5

You will receive an email for your **personal fundraiser** & an email for **your team fundraiser**, each with a link to share to gather donations!
(this is not a link to join a team, only to donate).

Log into your account to see progress and make any edits by going to www.runsignup.com, clicking the person icon in the upper right hand corner, and signing in with the login that was created when setting up your account. This will automatically take you to your personal and team fundraising pages.

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It will be under a series of photos and a map on your mobile device

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JOINING A TEAM

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Click "**Sign Up Now!**"
(this will open a new tab)

Click "**Individual Fundraiser**"

Fill out your information for your **personal fundraising page**.

3

Below, in the Team Fundraiser section, scroll down to the team you want to join under "**Join a Team Fundraiser**"

4

Click the blue "**Set Up Fundraiser**" button

5

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Click "**Sign Up Now!**"
(this will open a new tab)

Click the **three vertical lines** in the upper left corner

3

Click "**Individual Fundraiser**"

Fill out your information for your **personal fundraising page.**

4

Below, in the Team Fundraiser section, scroll down to the team you want to join under **Join a Team Fundraiser**

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