



## 2020 Scotiabank Charity Challenge Participant Registration Guide

Scotiabank Charity Challenge Registration for this event must be done through the Race Roster online registration form. You can register for the event and create your fundraising profile page at the same time. Please follow the steps below!

### Registration for the Event:

1. Click on walkathon website at <https://walk.fill.cc/toronto>. Click the button “[網上報名 Online Registration](#)”.



SCOTIABANK TORONTO **VIRTUAL** MARATHON

**For each person registering use this link, the charity it originates from will receive \$5.** (Ex.If you are registering 2 people at the same time, the charity will receive \$10).



2. Click on **REGISTER** under your desired race distance.

**RACE ROSTER**

Event details

- Register
- Donate to a charity
- Donate to a charity team
- Donate to an individual
- Fundraising leaderboards
- Transfer

Fundraising organizations

\$164,328.16 Raised | \$3,500,000.00 Goal

Select an organization

Select...

OR

View all charities

As runners, we're constantly moving forward. Pushing through. Persevering. Setting our sights on the finish. And while this year's event will look different, that feeling of momentum and accomplishment lives on. #MoveForwardTO

Join 10,000 runners from around the world in an unforgettable virtual experience! Stay connected to Scotiabank Toronto Waterfront Marathon and your fellow runners through social media using our official race hashtag [#TOWaterfront42K](#). You can also join our [Official Facebook Group](#) for virtual race updates and helpful tips for your virtual race.

**Complete your distance any time (or many times!) between October 1st and October 31st.**

**Registration fees**

**Marathon Virtual Run/Walk** Price changes in 27 days 7 hours

|                 |   |
|-----------------|---|
| <b>\$50.00</b>  | <b>Now registering Jul. 13 - Sep. 7</b> |
| <b>REGISTER</b> |   |
| \$55.00         | Sep. 8 - Sep. 28                        |
| \$60.00         | Sep. 29 - Oct. 31                       |

**Scotiabank Toronto Waterfront Marathon Virtual Race 2020**

**REGISTER**

**ADD-ON PURCHASES (INTL SHIPPING AND RACE PRODUCTS)**

**TRANSFER**

**DONATE NOW**

Visit Website

3. **Create a Race Roster account** by entering your email address and creating a password. This will allow you to log back into your Race Roster account once you have registered for the race to review your race registration information.  
Note: If you have previously participated in a Canada Running Series event or another event where Race Roster was the registration vendor, then you will already have an account. You can log into Race Roster using your email and the password you had created.

**RACE ROSTER**

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OR

**Let's get started**

What is your email address?

Do you have a Race Roster password?

☐ No, I want to create a password.

☒ Yes, I have a password.

Enter password

Forgot password?

**Sign in**

**Or, log in with Facebook**

Scotiabank Toronto Waterfront Marathon Virtual Race 2020

**REGISTER**

**ADD-ON PURCHASES (INTL SHIPPING AND RACE PRODUCTS)**

**TRANSFER**

**DONATE NOW**



## Every dollar helps.

Show your support for local charities and sign up for the **Scotiabank Charity Challenge**.

**Scotia.**

4. **Select a sub-event** (Event distance).

Result: Fields appear for **Personal Information**.

5. **I would like to register...**

- Myself – Your personal information will be pre-populated
- Someone else - Is this someone you've registered before?

Notes:

- Select a previous registrant – previous registration info will be pre-populated
- OR if you are registering a new participant, enter new registration info

6. Complete **Personal information**. (All mandatory fields marked with a \*).

7. Complete **Registration Questions**

Note 1: Mailing Address – please double check your mailing address to ensure accurate and timely delivery.

Note 2: Indicate the option best suited for you to receive your race kit (shirt, medal and goodies)

- “I do not live in the Greater Toronto Area, please mail my race kit”
  - By selecting this option, your race kit will be mailed out to the address you have indicated above once you have uploaded your race results (please allow 4-6 weeks for delivery processing)
- “I live in the Greater Toronto Area, but cannot pick up my race kit, please deliver”
  - By selecting this option, your race kit will be hand-delivered by one of our wonderful CRS staff to the address indicated above

Note 3: By selecting Yes, you will later confirm your additional shipping costs if you are a participant having your race kit delivered outside of Canada.

Costs:

International shipping = +\$20

US shipping = +\$10


Note 4: Please select which methods of tracking you will record your virtual race on (select all that apply if you plan to use more than one). Optional question.

Note 5: Please select “Affiliated Charity” under the drop-down menu for “How did you learn about this event?” Please put “**Fountain of Love and Life**”.

Note 6: Feel free to fill out your race inspiration! Optional question.

8. Choose if you would like to sign up for newsletters from Canada Running Series and/or official event partners.

9. Enter your SCENE membership number if you are a collector. For every \$500 you fundraise for an official charity partner, you will receive 500 SCENE points up to a maximum of 10,000 points.



[RACE ROSTER](#)
[< Event details](#)
[Contact](#)
[Sign out](#)
[Menu](#)

### Questions

Participating in the Scotiabank Charity Challenge? Please enter your SCENE membership number.

SCENE members can earn 500 SCENE points for every \$500 raised in support of one of the official charity partners (up to a maximum 10,000 points). Please enter your SCENE membership number (starting with 604646) below.

10. Select one of the below options:

### Scotiabank Charity Challenge and Marathon Relay Teams

Are you participating as part of the Scotiabank Charity Challenge or on a relay team? \*

☐ No, do not add this registrant to a team  
☐ I'd like to create a new fundraising team or relay team  
☒ I'd like to join an existing fundraising team or a relay team

Option 1: This does not apply to charities.

Option 2: If you are creating a fundraising team for you and your fellow charity supporters (type desired team name and select charity below)

Option 3: If someone else has already created a fundraising team and you are looking to join their team  
You may choose the team as your choice:

- FLL - Fountain of Love and Life
- FLL - Sacred Heart of Jesus
- FLL - Mary Help of Christians
- FLL - St. Maria Goretti (Forgiveness/Chasity)
- FLL - St. Maximilian Kolbe (Media Evangelization)
- FLL - St. John Paul II (New Evangelization)
- FLL - St. John the Baptist (Conversions)
- FLL - St. Francis Xavier (Missionaries)
- FLL - In Memory of Fr. Daniel Chui (Humility)

11. Add **Products & Merchandise** purchases by checking 'Add to order' if desired.

- a. Select your **STWM souvenir shirt** size (this is included in the price of your registration)
- b. Optional – US or International Shipping (US = +\$10 / Int'l = +\$20)
- c. Optional – Running Room Online Training Clinics (\$49.99)
- d. Optional – One Year Subscription to Canadian Running Magazine (\$15.95)



**Products & merchandise**

**Souvenir Shirt** ★ INCLUDED

Please choose your preference of style and size.

Option

Select...

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**US Shipping** OPTIONAL

\$10.00

If you are located in the United States and would like to receive an exclusive race shirt and finisher's medal, you must purchase additional shipping at a flat rate of \$10 CAD.

☐ Add to order

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**International Shipping (Outside Canada/US)** OPTIONAL

\$20.00

If you are located outside of Canada or the US and would like to receive an exclusive race shirt and finisher's medal, you must purchase International Shipping at a flat rate of \$20 CAD.

☐ Add to order

12. SKIP entering any promo code or gift code. Charity discount pin codes are no longer used.

Enter promo code or gift code

Enter promo code or gift code

13. Select **CONTINUE** to proceed to WAIVERS and additional terms

14. On the Wavier screen, **please read thoroughly and check the box** beside '**I Agree to Scotiabank Toronto Waterfront Marathon Virtual Race 2020 Waiver – Release Waiver and Indemnity.** Enter your initials in the box. Select **CONTINUE**.

15. **Scotiabank Employee Verification** section – Respond to 'Are you a Scotiabank Employee?' Note: If you are a Scotiabank Employee, you must select yes to participate in the Employee Program, and to receive the associated program benefits. **Fill out the required verification fields to register as a Scotiabank employee.** Select **CONTINUE**.

16. To **make a donation during registration**, select or enter the donation amount. Select your desired charity to make a donation to. Fill out the associated questions below that pop up.



Register > Waiver > Scotiabank employee verification > **Donate** > Checkout

### Make a donation


Add a donation for 1 or more of your registrants

Donation for registrant No. 1 [redacted] [X Clear donation](#)

**Select donation amount**

☐ \$500 ☐ \$250 ☐ \$100 ☐ \$50 ☐ \$25 ☐ Other

**Select organization to donate to**

Select... 

**\*\*Please note that the donation will be processed with your registration fee. There will be 1 charge on your credit card – a variation of “Scotiabank Toronto Wat” or “Race Roster 8559695515”.**

**If you choose to make a donation...**

**How would you like to apply this donation? \***

✓ Select...

Donate to [redacted] fundraising page

General donation

**Required** – select either option from the drop down menu.

- “Donate to “**Fountain of Love and Life**” fundraising page” will have your donation show up on your personal fundraising page.
- “General donation” will have your donation show up on your desired charity’s page
- Both selections will send your donation to your charity, but the first option will show the donation tracked on your personal fundraising page.

**If you do not wish to make a donation during registration, skip this step. Select CHECKOUT.**





# Every dollar helps.

Show your support for local charities and sign up for the **Scotiabank Charity Challenge**.



17. Verify **Order details** (on the right hand side of the screen). This will include **your Event Distance and Registration Fee**.

### Billing information

Copy from participant

Participant No.

First name

Last name

Email address

Phone number

Address

City

Country

Province

ZIP/postal code

☐ Please send me updates on event promotions and news from Race Roster.

### Order Details

Scotiabank Toronto Waterfront Marathon Virtual Race 2020

Participant #1

Name **Shelby Foster**

Sub-event 5K Virtual run/walk

Team

#### REGISTRATION & ADD-ONS

|   |                |
|---|----------------|
| Registration fee                          | \$35.00        |
| + Souvenir Shirt - Women's S              | \$0.00         |
| <b>Registration &amp; add-on subtotal</b> | <b>\$35.00</b> |

#### PARTICIPANT TOTAL

**\$35.00**

### Order Summary

[Add/remove a promo code or gift code](#)

|                    |                |
|--------------------|----------------|
| Registration total | \$35.00        |
| HST                | \$4.55         |
| Processing fee     | \$4.32         |
| <b>TOTAL (CAD)</b> | <b>\$43.87</b> |

| Entry fee:   | Total including taxes & processing fee: |
|--|---|
| 5K/10K = \$ 35   | \$ 43.87                                |
| Half Marathon = \$ 50                                    | \$ 62.06                                |
| Full Marathon = \$ 50                                    | \$ 62.06                                |
| Marathon Relay = \$ 135                                  | \$ 165.17                               |
| The Whole Shebang = \$ 70                                | \$ 86.32                                |
| Virtual Double Up (Marathon/Half Marathon + 10K) = \$ 65 | \$ 80.25                                |
| Virtual Double Up (10K + 5K) = \$ 45                     | \$ 56.00                                |

18. Enter credit card information below to make your transaction. Click **SUBMIT ORDER**.

**NOTE: If a donation is made at the same time as registration, a total of ONE (1) charge will be processed.**



**Payment information**

Credit card

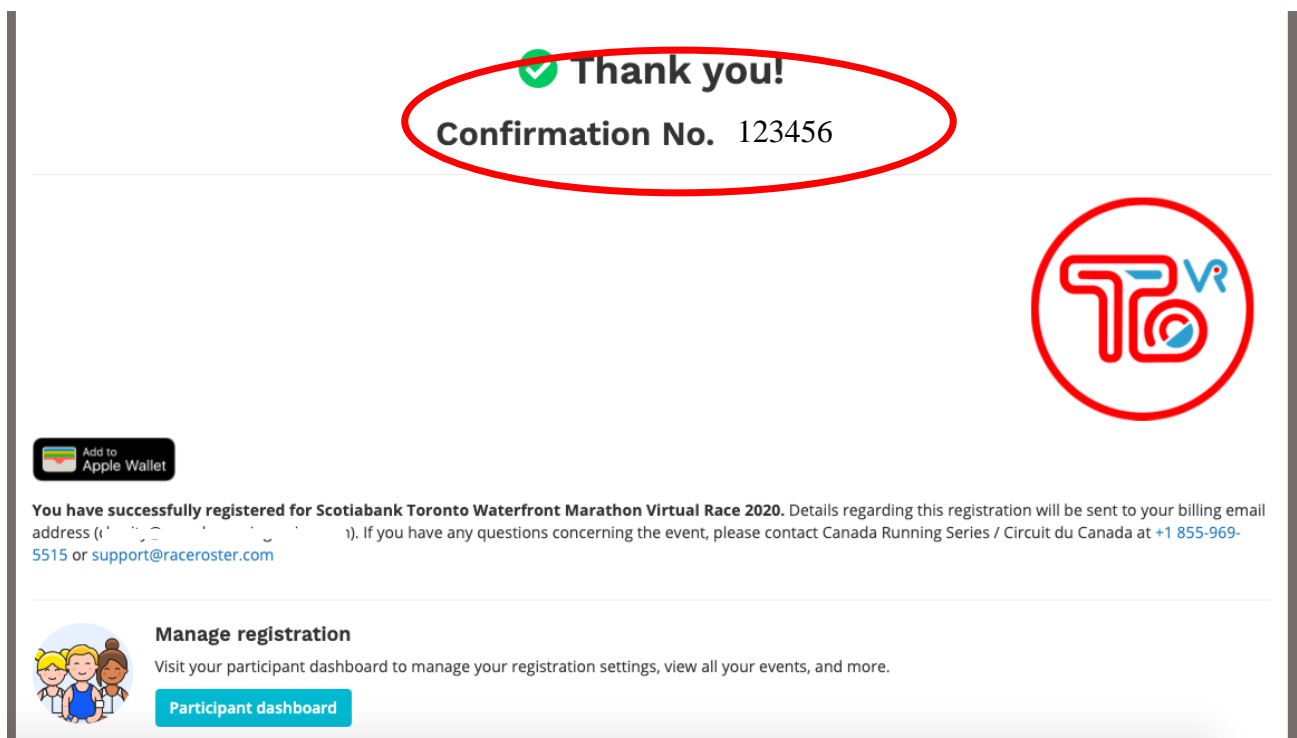
Card number MM / YY CVC

Please note this transaction will appear on your credit card as a variation of **Scotiabank Toronto Wat** or **Race Roster 8559695515**.

By clicking "Submit order", I acknowledge that I have read and agree with the Race Roster [terms of service](#) & [privacy policy](#).

**Submit order**

19. Result: **Thank You!** Confirmation Number screen.



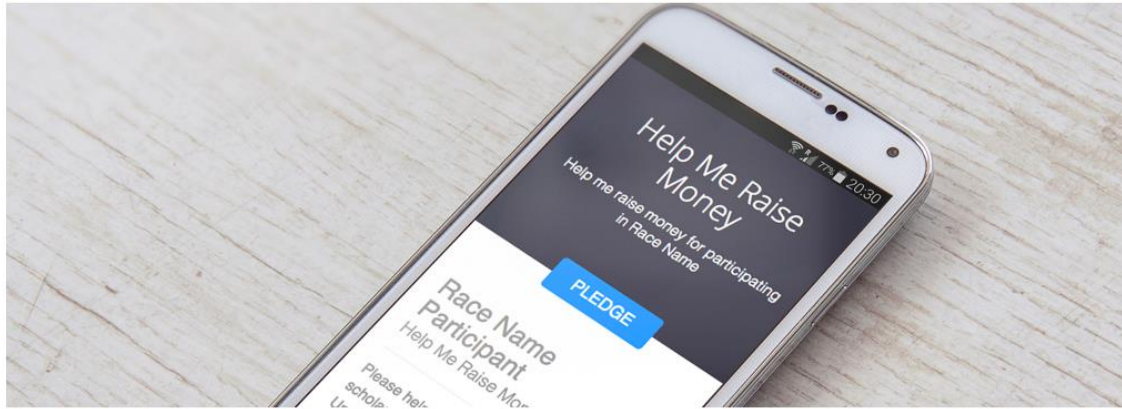
20. Scroll down to access your **Personal Online Fundraising Account** - Click on **View fundraising** page. **\*\*SAVE DIRECT LINK to easily share with family & friends!\*\***





### Start receiving donations!

Congratulations! A fundraising page has automatically been created for you. Click on the link below to view your customizable fundraising page. You will then be able to edit the page to your liking.

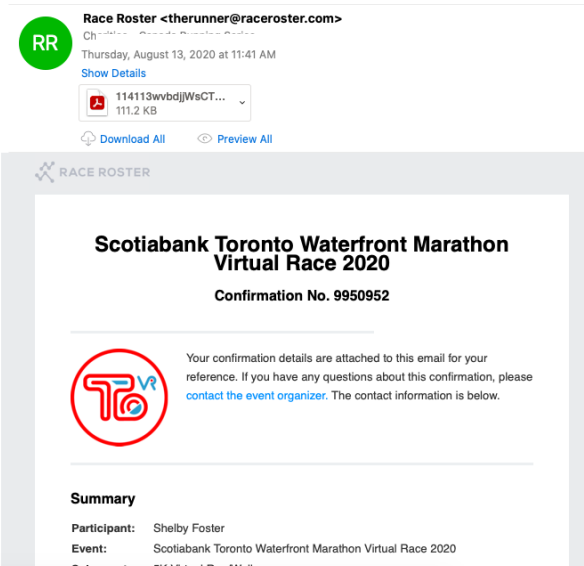


[View fundraising page](#)

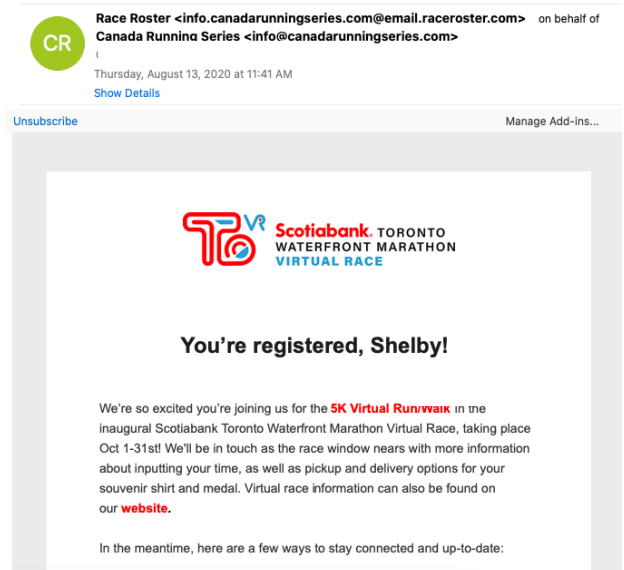
**Result:** You will receive two confirmation emails **\*SAVE BOTH EMAILS!**

- Event Confirmation from Race Roster with receipt attached.
- Race Confirmation from Canada Running Series with your unique fundraising link and instructions in the second half of the email.

Scotiabank Toronto Waterfront Marathon Virtual Race 2020 - Event Confirmation



Scotiabank Toronto Waterfront Marathon Virtual Race Confirmation





## Fundraising for the Event:

Once you click on your **View Fundraising Page** on the Confirmation screen, you will automatically be transferred over to your fundraising page in Race Roster.

Alternatively, you can log in and edit your fundraising account using the steps below!

1. To **log in to a fundraising account**, click your unique fundraising link provided in your email OR log in on RaceRoster.com. Enter the **username and password created during registration**.
2. On your Event Dashboard, select the event **Scotiabank Toronto Waterfront Marathon Virtual Race 2020**. This will take you to your event profile.
3. You can edit your **Fundraising Page** by clicking **Edit page** in the Fundraising window of your profile. This will open a new tab to your personal fundraising page.

## Scotiabank Toronto Waterfront Marathon Virtual Race 2020

A screenshot of the Scotiabank Toronto Waterfront Marathon Virtual Race 2020 fundraising page. The page has a blue header with the event name. Below the header, there are three tabs: "Registration details", "Event info", and "Transfer". The "Registration details" tab is selected. The main content area is divided into two columns. The left column contains the event logo, the event name, the date (Thu., October 1, 2020), and two buttons: "Event page" and "Event store". The right column contains the event title "5K Virtual Run/Walk" and a link to "Confirmation N". Below this, there are sections for "Personal details", "Additional details", and "Products". The "Fundraising" section is highlighted with a red circle. It shows a "Raised:" amount of "\$0.00" and a "Goal:" of "Not set". There is also a "Team" section with a "Switch team" button. The "Edit page" link is also circled in red. At the bottom right, there is a blue question mark icon.

**You can set a fundraising goal, add your story or reason for fundraising and upload a profile photo.**

**\*\*NOTE – THIS DOES NOT ALTER ANY INFORMATION ON YOUR RACE REGISTRATION, JUST THE FUNDRAISING PAGE.**

**Note:** all manual (offline) donations must be sent to charity administrators to be inputted to your fundraising page.