Tour de Rocks – Charity Bike Ride Registration Instructions 22nd – 24th April 2027

HOW TO REGISTER AS AN INDIVIDUAL

- Click on REGISTER
- Login
  - Either Create an Account; or
  - Use Social Media Login option
- Registrant 1 will come up
- Select category from the drop down box
- Enter details
  - This can be for yourself or someone else you want to register
- From the Teams Section
  - You can create a New Team and attach yourself to it
  - You can add yourself to an Existing Team
    - Select from the drop down box
    - Enter the Team Code (if applicable)
  - You will need to agree to the Team Captain being forwarded your details
- Fundraising – enter details for your page
- Select CONTINUE or ADD ANOTHER REGISTRANT (if you want to register someone else at the same time)
- Scroll to the Bottom of the Waiver and Click on Box to Accept
- Select CONTINUE
- You can change the Billing Information prior to making payment
- Enter payment information and SUBMIT ORDER
- You can add to your Apple Wallet if you wish
- You can view your Fundraising Page and do the following
  - Update Your Goal
  - Change Your Display Name
  - Update / Create Your Story (the standard Description, at the end of this document, will appear on every page)
  - Upload a Photo of Yourself
  - From the SHARE Box (Right Hand Side) to Facebook / Twitter / Email
  - Let's get the message out there and raise as much as we can
  - Disable your Fundraising Page
- SIGN OUT from the TOP MENU
- You will receive an Email of event registration
- From the Email you can:-
  - Visit your Dashboard
  - See Event Details
  - Look / Update Your Fundraising status / page / information

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HOW TO REGISTER AS A FAMILY

- Click on REGISTER
- Login
  - Either Create an Account; or
  - Use Social Media Login option
- Registrant 1 will come up
- Select category from the drop down box
- Enter details
  - This can be for yourself or someone else you want to register
- From the Teams Section
  - You can create a New Team and attach yourself to it.
  - You can add to an Existing Team.
    - Select from the drop down box
    - Enter the Team Code (if applicable)
  - You will need to agree to the Team Captain being forwarded your details
- Fundraising – enter details for your page
- Select ADD ANOTHER REGISTRANT (for each person you want to add to the Family Registration)
- Select CONTINUE (after you have added everyone for this Family Registration)
- Scroll to the Bottom of the Waiver and Click on Box to Accept
- Select CONTINUE
- You can change the Billing Information prior to making payment
- Enter payment information and SUBMIT ORDER
- You can add to your Apple Wallet if you wish
- You can view your Fundraising Pages and do the following
  - Update Your Goals
  - Change Your Display Name
  - Update / Create Your Stories (the standard Description, at the end of this document, will appear on every page)
  - Upload a Photo of Each Person or a Group One
  - From the SHARE Box (Right Hand Side) to Facebook / Twitter / Email
  - Let's get the message out there and raise as much as we can.
  - You may want to disable some Family Members Fundraising Pages and just use the one.
- SIGN OUT from the TOP MENU
- You will receive an Email of event registration
- From the Email you can:-
  - Visit your Dashboard
  - See Event Details
  - Look / Update Your Fundraising status / page / information.

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HOW TO CREATE A TEAM (without registering / adding participants)

- Click on CREATE A TEAM
- Login
    - Either Create an Account; or
    - Use Social Media Login option
- Click on Register
- Create a Team Name
- Add a Team Code (if you want to make your Team Private)
- You will not be Registered as part of the Team yet
- Logout

HOW TO UPDATE YOUR TEAM

- Login using the Account that was used as part of Setting It Up
- View Your Dashboard
- Select Your Team
- Check the Team Captain Agreement (if prompted)
- From Team Actions
    - Edit Team Name
    - Edit Team Information
        - Image
        - Fundraising Goals
        - Fundraising Information
            - Update / Create Your Story (standard / suggested text at end of this document)
            - Upload a Photo of Yourself
        - Change Team Code
    - Send a message to Team Members
    - Export Team Lists
    - Share the Registration Link
    - Share the Fundraising Page
    - Invite others to the Team
- Logout

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FUNDRAISING – Individual Description Text

I'm gearing up to make a difference by fundraising for a cause that's close to all our hearts. Raising funds for Cancer Research and Services.

By participating in the annual Tour de Rocks Charity Bike ride, around 250 kms over 3 days, we hope to make a difference. Tour de Rocks relies on the generosity of our supporters to be able to help those in need.

Funds raised are crucial in enabling Tour de Rocks to continue their work in the community. They couldn't do it without the help of dedicated fundraisers like you - every bit counts and any amount you can donate is greatly appreciated.

Tour de Rocks, through their appropriation committee, allocated funds to many research projects, community programmes and services. You can see where the funds have been allocated by clicking here:- https://www.tourderocks.com.au/appropriations

Donations made through this platform are secure and will be remitted directly through to the Tour de Rocks.

All donations over $2 are Tax Deductible and receipts will be issued directly to you.

Thanks so much for your support!

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FUNDRAISING – Team Fundraising Text

We are gearing up to make a difference by fundraising for a cause that's close to all our hearts. Raising funds for Cancer Research and Services.

By participating in the annual Tour de Rocks Charity Bike ride, around 250 kms over 3 days, we hope to make a difference. Tour de Rocks relies on the generosity of our supporters to be able to help those in need.

Funds raised are crucial in enabling Tour de Rocks to continue their work in the community. They couldn't do it without the help of dedicated fundraisers like you - every bit counts and any amount you can donate is greatly appreciated.

Tour de Rocks, through their appropriation committee, allocated funds to many research projects, community programmes and services. You can see where the funds have been allocated by clicking here:- https://www.tourderocks.com.au/appropriations

Donations made through this platform are secure and will be remitted directly through to the Tour de Rocks.

All donations over $2 are Tax Deductible and receipts will be issued directly to you.

Thanks so much for your support!

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FUNDRAISING – Thank You Message Text

Thank You for registering for the Tour de Rocks Charity Bike Ride. We can't wait to welcome you on the ride!

For those who have selected "Raffle Tickets", as part of your registration, they will be forwarded directly to you.

For those who have selected the "Fundraising Option", please share your Fundraising Page.

You help in raising much needed funds for Cancer Research and Services is very much appreciated. It would be greatly appreciated if you could circulate your Fundraising Page to your family, friends and work colleagues.

The more funds we raise, the sooner we can Help find a cure for Cancer!

We can't wait for the event!