

CPABC's guide to **HOW TO REGISTER** Scotiabank Charity Challenge 2018

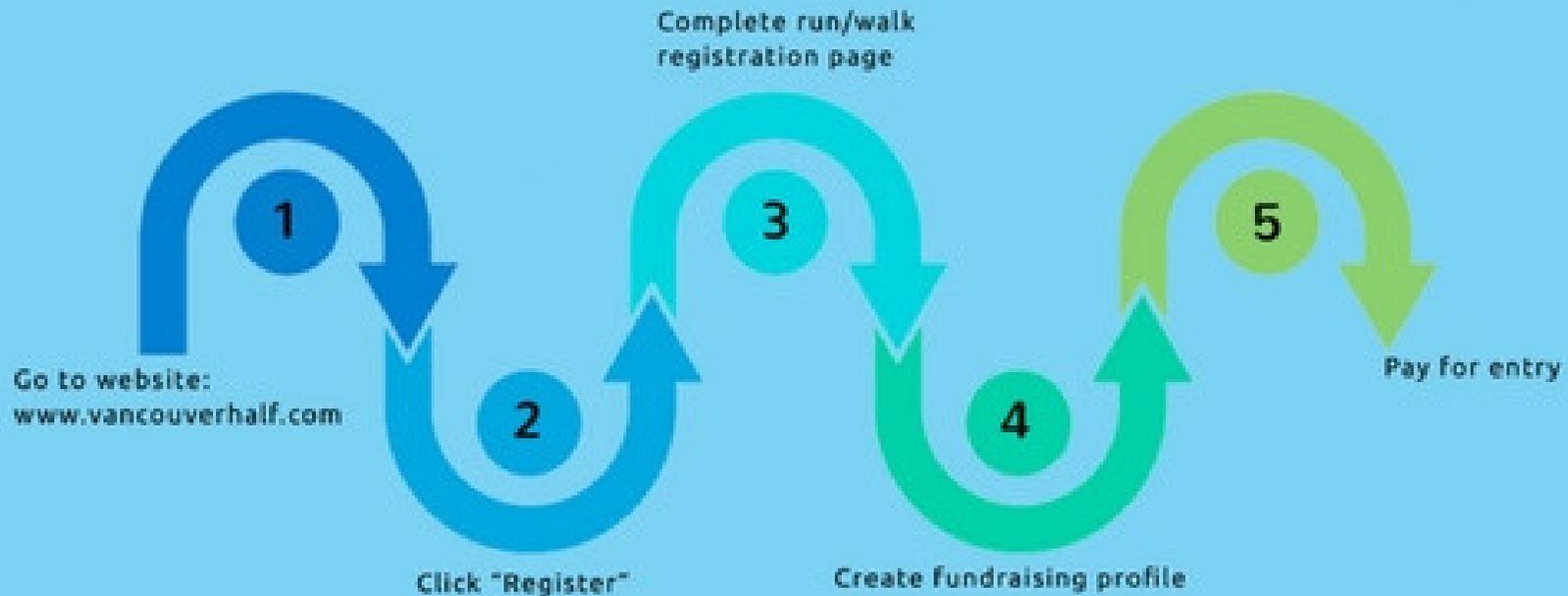


LET'S GET MOVING ON JUNE 24, 2018





HOW TO REGISTER



For a discounted entry fee and to be listed under #TeamCPABC, remember to use our charity codes:

18CPABC21K (half marathon)
18CPABC5K (5K race)

1. Visit www.vancouverhalf.com and click register

The screenshot shows the website for the Scotiabank Vancouver Half Marathon. At the top, it features the 'CANADA RUNNING SERIES' logo and a search bar. The main header includes 'Scotiabank Vancouver Half Marathon' and navigation links for 'event info', 'the weekend', 'community & charity', 'partners', 'volunteer', 'about', and 'REGISTER'. The central banner displays the event title 'VANCOUVER HALF-MARATHON & 5k' presented by 'asics'. Below this, the slogan 'THE BEST HALF OF YOUR SUMMER!' is shown along with the date 'June 24, 2018 | 21k and 5k'. A digital countdown timer indicates 75 Days, 06 Hours, 32 Minutes, and 20 Seconds remaining. A large red button with the text 'REGISTER NOW' is positioned at the bottom of the banner area. The background of the page features a blurred image of runners.

CANADA RUNNING SERIES

Scotiabank Vancouver Half Marathon

event info the weekend community & charity partners volunteer about REGISTER

find the event for you

VANCOUVER
HALF-MARATHON & 5k

Presented By
asics

THE BEST HALF OF YOUR SUMMER!

June 24, 2018 | 21k and 5k

75 Days 06 Hours 32 Minutes 20 Seconds

REGISTER NOW

2. Click to register for the option you want. Most will want to choose Vancouver Half-Marathon & 5K

CANADA RUNNING SERIES find the event for you

Scotiabank Vancouver Half Marathon event info the weekend community & charity partners volunteer about **REGISTER**

REGISTER ONLINE

VANCOUVER HALF-MARATHON & 5K
+ UNDER ARMOUR EASTSIDE 10K

Register for both the Scotiabank Vancouver Half-Marathon or 5k and the Under Armour Eastside 10k together to save 10%

REGISTER

VANCOUVER HALF-MARATHON & 5K

Register for just the Scotiabank Vancouver Half-Marathon or 5k. You can join the Charity Challenge during registration.

REGISTER

WHAT'S INCLUDED

- ★ Souvenir Shirt 
MORE INFO
- ★ Finisher Medal 
MORE INFO
- ★ Virtual Race Bag 
MORE INFO

 Give the gift of running! Purchase a Half or 5k entry for someone else [here](#).

3. Select the race you would like to participate in (5k or Half-Marathon) then click REGISTER

The screenshot displays the RaceRoster website interface. On the left, there is a social media sidebar for 'Canada Running Series West' with a blog post about running shoes and a tweet from @RunCRS West. The main content area is titled 'Registration Fees' and lists three race categories: 'Half-Marathon', '5 km', and '5 km UNDER-12'. Each category has a table of fee options with corresponding dates and a 'REGISTER' button. The 'REGISTER' buttons for the Half-Marathon and 5 km races are circled in red. On the right, there is a vertical sidebar for the '2018 Scotiabank Vancouver Half-Marathon & 5K' with additional options like 'REGISTER', 'ADD EASTSIDE 10K TO YOUR REGISTRATION AND SAVE!', 'PACKET PICK UP AND EXPO', 'BUY AS A GIFT', and 'TRANSFER'. It also includes event details like the date (Sun, June 24, 2018) and location (Stanley Park, Vancouver, BC, Canada).

Race Category	Fee	Registration Period	Action
Half-Marathon	\$79.00	Mar 30 - May 17	REGISTER
	\$89.00	May 18 - May 31	
	\$99.00	Jun 1 - Jun 18	
5 km	\$39.00	Mar 30 - May 17	REGISTER
	\$44.00	May 18 - May 31	
	\$49.00	Jun 1 - Jun 18	
5 km UNDER-12	\$19.00	Sep 16 - Jun 18	REGISTER



4. Login by creating an account

The screenshot displays the Race Roster website interface. A white modal window titled "Let's Get Started" is overlaid on the page. The modal contains the following elements:

- Header: "Let's Get Started" with a close button (X).
- Form: "What is your email address?" with a text input field containing "linds.macleod@gmail.com".
- Form: "Do you have a Race Roster password?" with two radio button options:
 - No, I want to create a password.
 - Yes, I have a password.
- Form: A password input field with masked characters "*****".
- Link: "Forgot password?"
- Buttons: A red "SIGN IN" button and a blue "Or, Log in with Facebook" button.

In the background, a red registration card is visible. It features the Scotiabank logo, the text "VANCOUVER HALF-MARATHON & 5k", the Asics logo, and the Race Roster logo. Below the logo, it says: "Welcome! To Race Roster, our online registration partner. Please sign in to proceed."

The website background shows a navigation bar with "Contact", "Sign In", and "Menu". Below the navigation bar, there are social media posts from "RunCRS West" and a registration card for a "5 km UNDER-12" event. The event card shows a price of "\$19.00" and a "REGISTER" button. To the right, there is a "TRANSFER" button and event details for "Sun, June 24, 2018 7:30 AM PDT" at "Stanley Park, Vancouver, BC, Canada".



5. Fill in all required details for creating an account

RACE ROSTER [Event Details](#) [Contact](#) [Sign Out](#) [Menu](#)

[Event Details](#) > [Register](#) > [Waiver](#) > [Scotiabank Employee Verification](#) > [Scotiabank Charity Challenge](#) > [Checkout](#)

Participant #1

Select Event for Participant 1

- Half-Marathon (\$79.00)
- 5 km (\$39.00)
- 5 km UNDER-12 (\$19.00)

Registration Information

I would like to register:

Myself Someone Else

* First Name:

* Last Name:

* Date of Birth:

* I Identify Myself As:

* Email:

* Phone Number:

* Address:

6. Fill in all required details about emergency contacts, finishing time, wheelchair info, name on bib

RACE ROSTER < Event Details Contact Sign Out Menu

Emergency Contact Info

• Emergency Contact Name:

• Emergency Contact Number:

Medical Conditions:

Stay up to date!

Subscribe to our newsletter, for the latest on events and running in Canada

Yes

Finishing Time

• Please select your expected finishing time

[The City of Vancouver has a 1hr 15min time limit on the road closures for the 5km.](#)

Select...

Will you be participating with a wheelchair or a mobility aid?

[Please contact svhm@canadarunningseries.com](mailto:svhm@canadarunningseries.com) regarding start corral options.

Yes

Additional Questions

• Name on Bib (limit of 14 characters, no symbols)

[If left empty, we will use your first name. If you want your bib to be blank, please type "BLANK".](#)

7. Fill in all required details about whether or not you would like to form a team with other runners, size/style of shirt

RACE ROSTER < Event Details Contact **Sign Out** Menu

Additional Questions

• Name on Bib (limit of 14 characters, no symbols)
If left empty, we will use your first name. If you want your bib to be blank, please type "BLANK".

Add Participant 1 to a Team?

No, do not add this participant to a team
 Yes, create a new team and add this participant
 Yes, add this participant to a team created by someone else

Swag & Merchandise

• Souvenir Shirt **INCLUDED**

Select...

iTab Medal Engraving - Personalize your Finisher's Medal! **OPTIONAL**

\$12.00

Once you've crossed the finish line, sit back and relax. Your iTab will be engraved with your name and finish time and shipped to your address and fits perfectly into your finishers medal. Every Race Tells a Story.

Option: iTab

Add to order



Are you running with a Stroller? **OPTIONAL**

8. IMPORTANT! This is NOT where you enter the Charity Pin Code (ex. 18CPABC5K)

You can leave this "Promo Code" blank

RACE ROSTER [Event Details](#) [Contact](#) [Sign Out](#) [Menu](#)

Are you running with a Stroller? **OPTIONAL**

\$5.00

You will be provided with an additional bib that must be worn on the back of the individual who is pushing the stroller. This additional bib is for everyone's safety and will read "STROLLER" to indicate to those around you that you are pushing a stroller. The course involves some downhill sections so the stroller should be equipped with a tether and brakes. This is a recreational category and you will be assigned to the last corral and asked to start at the back. Please note, you will only receive 1 finishers medal for this entry.

Option: YES

Add to order

Subscribe to Canadian Running Magazine **OPTIONAL**

\$16.95

Subscribe to Canadian Running Magazine at a fraction of the regular price. Every issue is filled with shoe and gear reviews, personality and event profiles, recipes, fitness and training tips, places to run, exciting photography and in-depth features never seen on-line. Subscribe, save money and run more.

Option: Annual Membership

Add to order

do not enter PINCODE, leave this blank

Enter Promo Code (NOT APPLICABLE FOR CHARITY CHALLENGE PIN CODES)

Enter Promo Code (NOT APPLICABLE FOR CHARITY CHALLENGE PIN CODES)

[ADD ADDITIONAL PARTICIPANT](#)
(N/A For Scotiabank Charity Challenge Registrations)

[CONTINUE](#)



9. Click "Agree" then "Continue"

RACEROSTER [← Event Details](#) [Contact](#) [Sign Out](#) [Menu](#)

[Event Details](#) > [Register](#) > **Waiver** > [Scotiabank Employee Verification](#) > [Scotiabank Charity Challenge](#) > [Checkout](#)

Waivers and additional terms for participant #1 - Lindsay Macleod

Please read the following documents carefully

I agree to Scotiabank Vancouver Half Marathon and 5k

[CONTINUE](#)

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10. Click "No" unless you are a Scotiabank Employee

The screenshot shows a web browser interface for RACE ROSTER. At the top left is the RACE ROSTER logo. To its right is a navigation link for '< Event Details'. On the top right, there are links for 'Contact', 'Sign Out' (in a red button), and a 'Menu' icon. Below the header is a breadcrumb trail: 'Event Details > Register > Waiver > Scotiabank Employee Verification > Scotiabank Charity Challenge > Checkout'. The main content area is a white box with the title 'Scotiabank Employee Verification' and the question 'Are you a Scotiabank Employee?'. Below the question are two buttons: a green 'YES' button and a red 'NO' button. At the bottom of the page, a red footer contains the text 'Copyright 2018 © 1-855-969-5515', 'View Mobile Site', 'Privacy Policy', 'Terms & Conditions', 'Contact Us', and an upward-pointing arrow icon.



11. The next step is to set up your fundraising page and pay for your race entry fee CLICK YES!

RACE ROSTER [Event Details](#) [Contact](#) [Sign Out](#) [Menu](#)

[Event Details](#) > [Register](#) > [Waiver](#) > [Scotiabank Employee Verification](#) > **Scotiabank Charity Challenge** > [Checkout](#)

Scotiabank Charity Challenge

Do you want to participate in the Scotiabank Charity Challenge as a fundraiser or make a donation?

ceroster.com/events/2018/14175/.../charity-challenge [View Mobile Site](#) [Privacy Policy](#) [Terms & Conditions](#) [Contact Us](#)



12. From the scroll down menu choose us! Cerebral Palsy Association of BC

The screenshot shows the RACE ROSTER website interface. At the top left is the RACE ROSTER logo. A navigation bar contains a '< Event Details' button, 'Contact', a 'Sign Out' button, and a 'Menu' icon. A breadcrumb trail reads 'Verification > Scotiabank Charity Challenge > Checkout'. A dropdown menu is open, listing various charities. The 'Cerebral Palsy Association of BC' is highlighted in blue. Other charities listed include BCITS, Boys and Girls Clubs of South Coast BC, Camp Kerry Society, Canadian Celiac Association - Vancouver Chapter, Canadian Chinese School of Theology, Canadian Pullmonary Fibrosis Foundation, Canuck Place Children's Hospice, Capilano University Foundation, Cassie and Friends Society, CHIKONDI ORPHANAGE, Childhood Cancer Canada, Children's Hearing & Speech Centre of BC, Crisis Centre of BC, Delta Hospital and Community Health Foundation, Dixon Transition Society, Downtown Eastside Women's Centre, Dr. Peter AIDS Foundation, Dystonia Medical Research Foundation Canada, and Fountain of Love and Life. Below the list is a 'Select Charity' button. In the background, a 'Scotiabank Charity Challenge' page is visible with the text 'Scotiabank Charity Challenge as a fundraiser or make a donation?' and a red 'NO' button.

RACE ROSTER < Event Details Contact Sign Out Menu

Verification > Scotiabank Charity Challenge > Checkout

Scotiabank Charity Challenge

Scotiabank Charity Challenge as a fundraiser or make a donation?

NO

BCITS
Boys and Girls Clubs of South Coast BC
Camp Kerry Society
Canadian Celiac Association - Vancouver Chapter
Canadian Chinese School of Theology
Canadian Pullmonary Fibrosis Foundation
Canuck Place Children's Hospice
Capilano University Foundation
Cassie and Friends Society
Cerebral Palsy Association of BC
CHIKONDI ORPHANAGE
Childhood Cancer Canada
Children's Hearing & Speech Centre of BC
Crisis Centre of BC
Delta Hospital and Community Health Foundation
Dixon Transition Society
Downtown Eastside Women's Centre
Dr. Peter AIDS Foundation
Dystonia Medical Research Foundation Canada
Fountain of Love and Life

Select Charity

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13. Double check you have chosen CPABC as the charity you would like to support. Here is where you enter the Charity Pin Code for whichever Race you are doing! See next slide

RACE ROSTER [Event Details](#) [Contact](#) [Sign Out](#) [Menu](#)

Scotiabank Charity Challenge

Do you want to participate in the Scotiabank Charity Challenge as a fundraiser or make a donation?

[YES](#) [NO](#)

Choose a Charity

Please select the charity you would like to support:

Cerebral Palsy Association of BC

Charity Pin Code (If applicable)

Your Charity Pin Code

18CPABC5K

If you want more information on the PIN code or if your code doesn't work, please contact the selected charity before completing this form. This code gives you access to discount rates, but it is not mandatory.

I would like to create a fundraising account or make a donation

Select...

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14. Enter Charity Pin Code for whichever race you are participating in:

5K - 18CPABC5K
HALF MARATHON - 18CPABC21K

RACE ROSTER [Event Details](#) [Contact](#) [Sign Out](#) [Menu](#)

Scotiabank Charity Challenge

Do you want to participate in the Scotiabank Charity Challenge as a fundraiser or make a donation?

[YES](#) [NO](#)

Choose a Charity

Please select the charity you would like to support.

Cerebral Palsy Association of BC

Charity Pin Code (if applicable)

Your Charity Pin Code

18CPABC5K

If you want more information on the PIN code or if your code doesn't work, please contact the selected charity before completing this form. This code gives you access to discount rates, but it is not mandatory.

I would like to create a fundraising account or make a donation

Select...

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15. Create a fundraising page by selecting "Create Scotiabank Charity Challenge Fundraising Account (via Artez)" from the drop-down menu

RACE ROSTER [Event Details](#) [Contact](#) [Sign Out](#) [Menu](#)

Scotiabank Charity Challenge

Do you want to participate in the Scotiabank Charity Challenge as a fundraiser or make a donation?

[YES](#) [NO](#)

Choose a Charity

Please select the charity you would like to support.

Cerebral Palsy Association of BC

Charity Pin Code (If applicable)

Your Charity Pin Code

18CPABC5K

If you want more information on the PIN code or if your code doesn't work, please contact the selected charity before completing this form. This code gives you access to discount rates, but it is not mandatory.

I would like to create a fundraising account or make a donation

Select...

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16. Enter a username you would like, password, goal, and/or make a donation right away if you would like

 [< Event Details](#) [Contact](#) [Sign Out](#) [Menu](#)

If you want more information on the PIN code or if your code doesn't work, please contact the selected charity before completing this form. This code gives you access to discount rates, but it is not mandatory.

I would like to create a fundraising account or make a donation

Create Scotiabank Charity Challenge Fundraising Account (via Artez) ▼

Create Scotiabank Charity Challenge Fundraising Account (via Artez)

Preferred Artez Username

[CHECK AVAILABILITY](#)

Artez Password

Fundraising Goal (optional)

\$

Donate (optional)

Please enter the donation amount

This donation will be processed separately by Artez.

\$

This donation will appear on your personal fundraising page and it will help you to reach your fundraising goal.



17. Here is where you will pay for your race entry. Double check that you have entered the Charity Pin Code. This code also provides you with a discount

RACEROSTER [Event Details](#) [Contact](#) [Sign Out](#) [Menu](#)

Event Details > Register > Waiver > Scotiabank Employee Verification > Scotiabank Charity Challenge > Checkout

Billing Information

Copy from participant
Participant #1 - Lindsay Macleod

First Name: Lindsay Last Name: Macleod

Email Address: Phone Number:

Address:

City: Vancouver ZIP/Postal Code:

Country: Canada State/Province: British Columbia

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

Order Details

2018 Scotiabank Vancouver Half-Marathon & 5k
Stanley Park, Vancouver, BC, Canada

Participant #1

Name	Lindsay Macleod
Event	5 km

REGISTRATION & ADD-ONS	
Registration Fee	\$39.00
+ Souvenir Shirt - womens-I	\$0.00
Registration & Add-On Sub-total	\$39.00
DISCOUNTS & PROMO CODES	
Promo Code - 18CPABC5K	-\$5.00
Discount & Promo Code Subtotal	-\$5.00
PARTICIPANT TOTAL	\$34.00

Order Summary

Registration Total	\$34.00
GST	\$1.70
Processing Fee	\$3.75
Total Due (CAD)	\$39.45

Payment Information

Credit Card Number: Credit Card Type:



18. And you're done!

If you have any questions or concerns please contact Lindsay at events@bccerebralpalsy.com or (604)408-9484



RACE ROSTER < Event Details Contact Sign Out Menu

Thank You!
Confirmation Number: 01

Scotiabank VANCOUVER HALF-MARATHON & 5K
Asics

Add to Apple Wallet

You have successfully registered for 2018 Scotiabank Vancouver Half-Marathon & 5k. Details regarding this registration will be sent to your billing email address (linds.macleod@gmail.com). If you have any questions concerning the event, please contact Canada Running Series / Circuit du Canada at 855-969-5515 or support@raceroster.com

