



2010 walk for water

Registration Help

Online registration and payment for the Walk for Water are fast, easy and hassle-free!

Please note that you may only register yourself and family members who live in the same household as you. If you would like to register other participants – for instance, if your company would like to register employees for a team – you will need to have each participant's contact information and credit card account details, AND you will need to register each participant separately, creating a new payment transaction each time.

If you need help or have questions, please refer to the instructional video or step-by-step guide below. If your questions are unanswered by the tutorials provided or you need assistance with your registration, please email walk@watermissions.org or call 843.769.7395.

If you prefer to register offline or pay your commitment fee with cash or check, please complete an offline registration form and return it to Water Missions International with your payment.

Steps to Take!

1. Read and agree to the [Waiver and Release](http://watermissions.publishpath.com/waiver-and-release) [http://watermissions.publishpath.com/waiver-and-release].
2. Navigate to the [Register Now](https://atl.etapestry.com/fundraiser/WaterMissionsInternational/walkforwatercharleston) [https://atl.etapestry.com/fundraiser/WaterMissionsInternational/walkforwatercharleston] page. Click Register at top of the left side bar.
3. Select **I need to create an account**. Next.
4. In the spaces provided, enter your Full Name [first and last name please], Account Username [email] and Password [minimum of 6 characters]. Your Account Username and Password will be used when you login to create, manage and update your personal and team fundraising pages. In the remaining spaces, enter your Address and your Phone Number, including the area code. Next.



5. Set your personal Fundraising Goal and enter it into the space provided. We suggest a minimum of \$100 for each participant you are registering who is over 5 years of age.
6. Agree to the Walk for Water Waiver and Release. If you did not read it before you began the registration process, you may go back and view it at <http://www.watermissions.org/waiver-and-release>.
7. Select the number of children who will participate in the Walk for Water with you. Then enter their First and Last Names in the spaces provided. Children registered in this section must be five years of age or younger and reside in your household. All children age five and under walk for free.
8. Next, select the number of family members (up to four) who will be participating with you (spouse and older children). Registrants entered in this section must share your address. A \$10 commitment fee applies for each registrant listed in this section.

This step is only for families who share the same address. Walkers who do not share the same address, but wish to register as a team, are encouraged to register separately and join the desired team when prompted.

Family members who register together (with one transaction) will not be listed as individual members of a team. Rather, the entire family will be listed as one member of the team. However, individual names may be listed and viewed on your family's online fundraising page. Next.

9. Select the team option of your choice.

Do Not Join a Team:

If you wish to register as an individual walker/fundraiser, this is the choice for you. You will not be associated with any group or established team.

Skip to step 12.

Create a Team:

Choose this option if you would like to create a new team. If you choose to create a new team, you will automatically be listed as the Team Captain. If you are not the Team Captain or you do not wish to take on the Team Captain role, please have your team's designated captain register first and create your team. All other team members may register once the team has been created by your captain.

If you are not sure if your team has been created, you may do a team search. Please communicate with your teammates to be sure ONLY ONE team is created. Please do not create duplicate teams. Keep in mind that the search tool will only successfully find a team if the correct spelling is provided. Next.

Skip to step 10.



Search for a Team:

If your Team Captain has already created your team, you may select this option to search for the team. Please keep in mind that the search tool will only successfully find a team if the correct spelling is provided.

If you conduct a search and do not find your team, please check with your Team Captain to be sure you have the correct information. Please **DO NOT** proceed to create a new team unless you are absolutely sure your team has not already been created. Also, please keep in mind that you will automatically be listed as the Team Captain if you create a team.

Skip to step 11.

10. Enter the name of your team in the space provided. Be creative!

Enter your fundraising goal. This is the fundraising goal for your entire team, not just yourself and the family members you are currently registering. We recommend a goal of at least \$100 per walker (\$1,000 for a team of 10).

If you would like for anyone to be able to join your team, leave the next line blank. If you would like to control who is able to join your team, you may create a password that you may share with people you wish to join your team. Next.

Skip to step 12.

11. If you search for a team to join, enter the team name in the space provided. The team must be spelled correctly. Select your team from the listed search results. Next.

If your search returns no matching teams, please check with your Team Captain to be sure you have the correct information. Please **DO NOT** proceed to create a new team unless you are absolutely sure your team has not already been created.

On the next screen, view the names of the registrants currently on the team you are wishing to join. Verify that you are joining the correct team. Next.

12. Choose your participation level by selecting the appropriate option:

More than likely, you will simply need to select the number of family members over the age of five who will be walking, including yourself (you entered these names in step 8 above). A \$10 commitment fee applies to each walker.

If you have registered a Team [no maximum number of people] for \$150, have your team members choose Pre-Paid Registration (password required). Although it will still ask you for a credit card, click *Next* and your registration will be processed for \$0.



If you are participating on an event sponsor's team and wish to have your commitment fee waived, choose Walk for Water Sponsors Only.

Choose Virtual Walk for Water if you would like to register and fundraise but will not be able to join us for the event on Saturday, March 21.

- 13.** Enter your billing information as prompted. Check the box if your billing information is the same as you provided earlier in the registration process.
- 14.** Enter your payment information in the spaces provided (CVV2 is the three or four digit security code on the back of your card). Next.
- 15.** Review your information carefully to ensure all the information you provided is correct. If a change is needed, please go back to make the needed changes. Next.
- 16.** Your registration process is complete. You will receive an email confirmation of your registration and payment.
- 17.** Now it's time to create your personal fundraising page! Login using your newly-created Username and Password to begin exploring your personal Fundraising Center.

