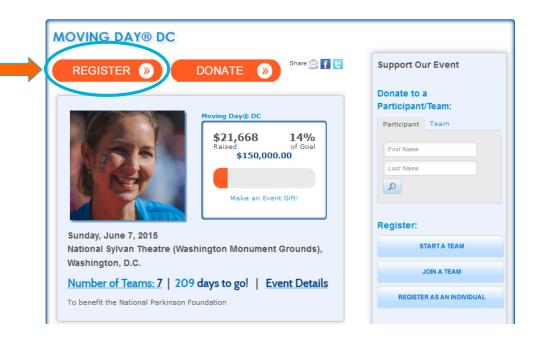
# How to Start a Team for a Moving Day® Event



# Thank you for making your move!

Please follow these directions to register for a Moving Day® event as a team.

1.) From the home page of your selected event, click the orange 'Register' button.



#### MOVING DAY® DC

Please make you registration choice below.



2.) Click on the 'Start a Team' button.

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**MOVING DAY® DC** 

3.)

### Returning

Participants: Enter your User Name and Password under the 'Returning User' section.

#### **New Participants:**

Click the 'Join as a New Participant' button under the 'New User' section.

Returning Participant or User Login				
New User	Returning User * User Name:	Social Login	* Indicates Required	
Join as a New Participant	* Password:			

Email me my login information

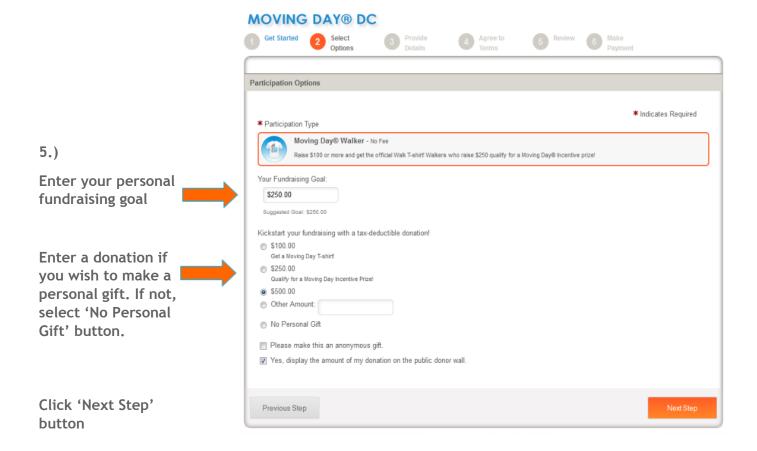
4.) Enter your team name, team fundraising goal, team company (if applicable), and select your team division.

Click the 'Next Step' button.

OVING DAY® DO  Get Started Select	Provide	4 Agree to 5 Review 6 Make
Options	Details	Terms Payment
* Team Name:		Team Company:
Damian Test		
Team Fundraising Goal:		Enter a new company
\$1,500.00		Team Division:
Suggested Team Goal: \$1,500.00		Friends and Family Team ▼
		Next Step

I would like to join an existing team | I would like to participate as an individual

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- **6.)** You will now follow a step by step registration form. Fill in your personal details and then click the 'Next Step' button.
- 7.) You will then see a waiver. Read through it and click the 'Agree to the waiver' check box. Then click the 'Next Step' button.
- **8.)** You will see a summary of your registration. Here, you can choose to edit the information you entered or you can select the 'Register Team Member' button to sign up an additional walker. After making any updates, click on the 'Complete Registration' button.
- **9.**) If you selected to make a personal gift during registration you will be asked to complete a payment form. Once completed, select the 'Process Payment' button.

### Thank you! You have now registered for your Moving Day® event.

**10.)** To access your Participant Center, personalize your webpage, email your friends and family for support, and keep track of your fundraising progress click on the 'Next Step' button.