

HOMEWALK

How to Register

Step 1 - Start Your Registration

Registering from a Personal Page

If you have received an E-mail from your team captain or a team member and you are on his or her personal page

1. Click on Join My Team at the top of the page. You will automatically be joining your friend's team.
2. Go to Step 3 - Registration Form to complete your personal information.

Registering from the Home Page

If you are on the home page of the event

1. Each Web site will have a prominent registration action button. Either click on the **Register Here** button on the top of the home page or click on the registration link below **Visitors** on the main navigation.
2. If the event has a participant waiver, you will be prompted to read and accept the conditions of the waiver. Please read the conditions, and click I Agree. If you cannot accept the conditions, click I Disagree. You will not be able to register online if you click I Disagree.
3. Go to Step 2 to choose how you want to participate.

Step 2 - How to Participate

To continue the registration process you will need to choose what kind of participant you will be:

You will be asked whether you would like to start a team, join a team, or participate as an individual.

Click on the radio button next to your choice:

- | |
|--|
| <ul style="list-style-type: none"><input type="radio"/> Start a Team<input type="radio"/> Join a Team<input type="radio"/> Join as an Individual |
|--|

As a Team Captain

1. You will need to name your new team and supply a team fundraising goal and team member recruitment goals.
2. Click Continue to go to Step 3

As a Team Member

If you select to join a team, you will need to find your team that you want to join.

As an Individual Participant

After you click on the button you will be taken to [Step 3](#).

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Creating Pathways Out of Poverty

Step 3 - Registration Form

The registration process uses a secure and simple form that is customized by the event organizers to collect a variety of information. Online registration not only collects all applicable registration fees using a secure online form, but also allows participants the option of entering additional donations to get things started.

Note: If you are a past participant of a HomeWalk, you can save time in completing the registration process by clicking on 'click here' to autofill the form at the top of the form. Just enter your old username and password, and the system will retrieve your information. If you have forgotten your old login information you can retrieve it.

Registration Information

1. Enter your information in all of the fields shown in the form.
2. You may be asked additional event-specific information. If so, these fields will show up at the bottom of the page.

Create Username and Password

1. Each new participant selects a username and password that will be used to provide secured access to the various tools available in your Personal Headquarters. In this headquarters, participants can customize the personal page to match their own unique taste.
2. You will also be asked to choose a "security question" from the drop down box. By choosing a question and filling in the answer in the text box, you will allow us to provide you with your username and password in the event you forget it in the future. This is just one way in which your privacy and the security is protected.

Donation

1. Use this box to enter a donation in addition to any fees associated with registration.
2. This is optional, but a great way to get started. After you enter a donation amount and complete the rest of the registration form you will be taken to another secure page to enter your credit card information.

Fundraising Goal

1. Enter your personal fundraising goal.

Note: You can change your fundraising goal at any time by logging in to your Personal Headquarters.

Step 4 - Confirmation Page

The online registration process sends an automatic personalized note/confirmation via E-mail to supporters to show appreciation, tax information, or other event instructions. All of the data collected from the registration process are provided to the organization.

- A copy of this confirmation will also be sent to your E-mail address on record.
- Click Continue to be redirected to your Personal Headquarters.

You will also be notified via E-mail when donors have made a contribution or when another participant has joined the team. If they choose so, participants can turn off this notification feature.

Take Action-Work Together-Fight Poverty-THE TIME IS NOW
Visit www.homewalkla.org for more information