RunSignup 101:
A RunSignup Onboarding Guide

Meet the Onboarding Team

Val Lofton
Lead Onboarding
Manager

Katie Atherton
Onboarding Account
Manager

Blaire Loman
Onboarding Account
Representative

Madison Braswell
Onboarding Account
Representative

Whitney Taylor
Onboarding Account
Representative

Today's **Agenda**

- Race Setup

- Payment Account Set up

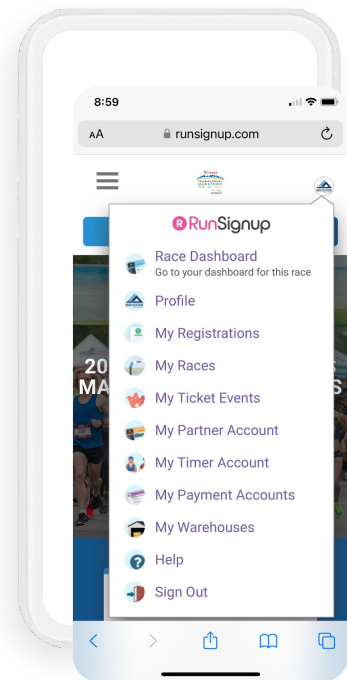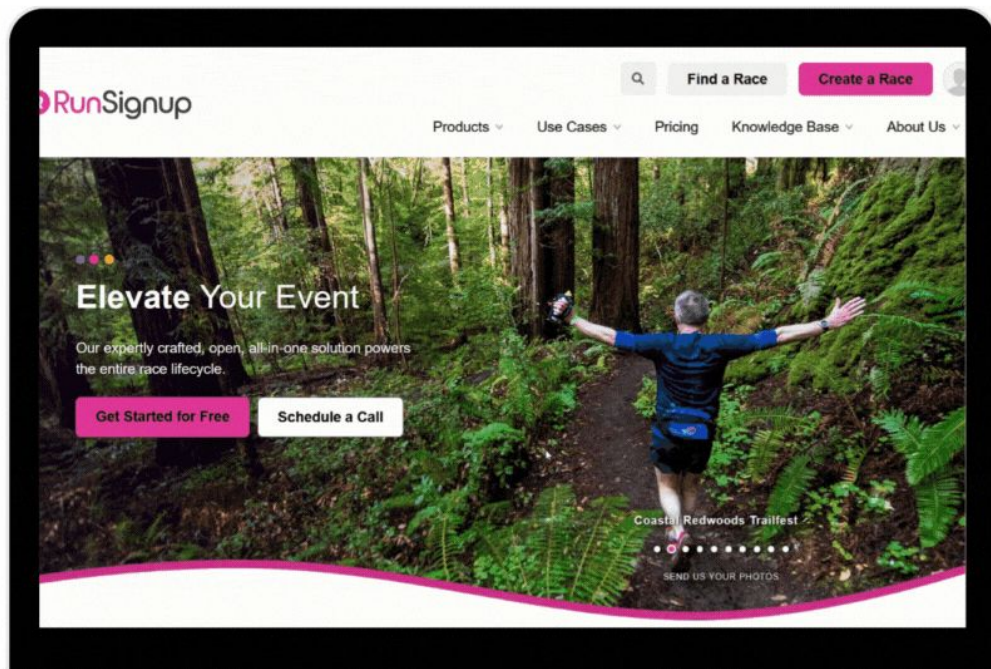- Navigating the Race Dashboard

- Race Website
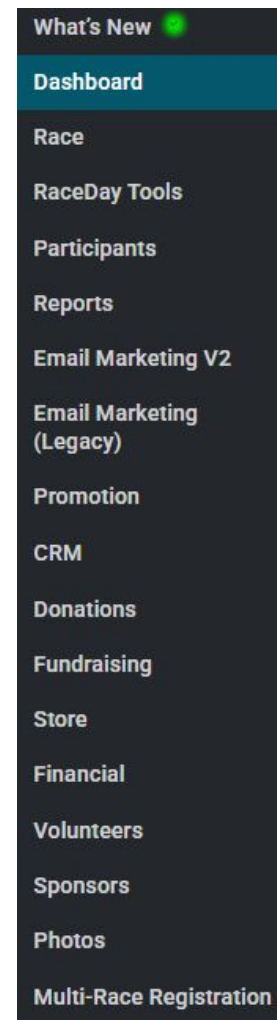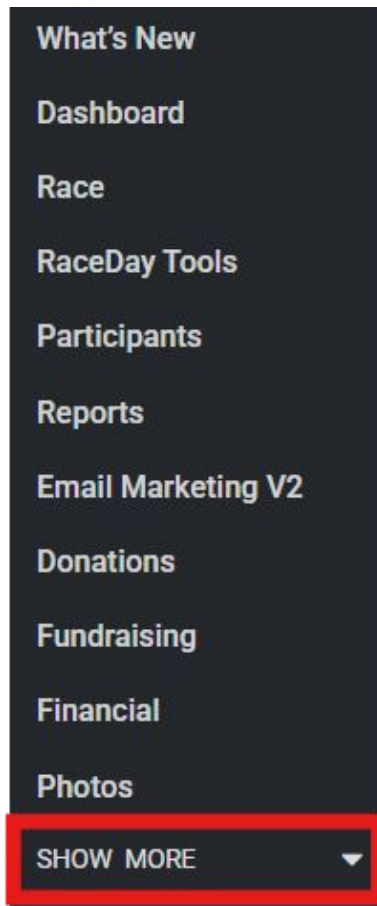
Dashboard Tips & Tricks

Access to Your **Dashboard**

RunSignup.com ❯ Profile Image ❯ My Races
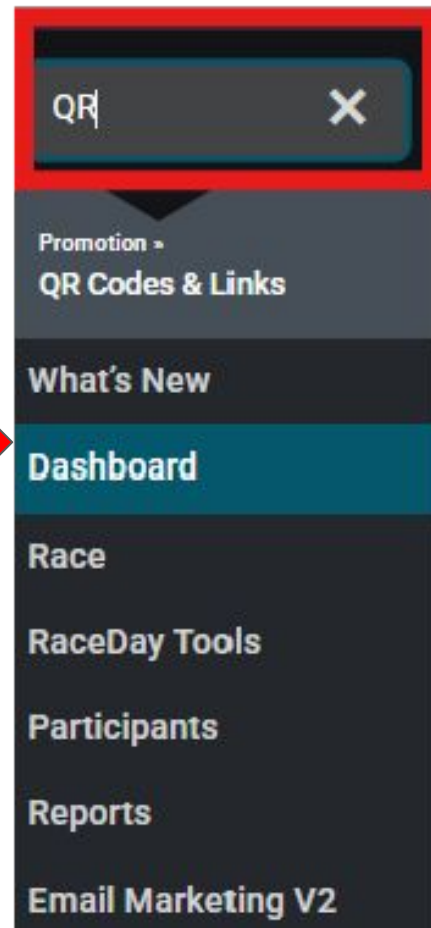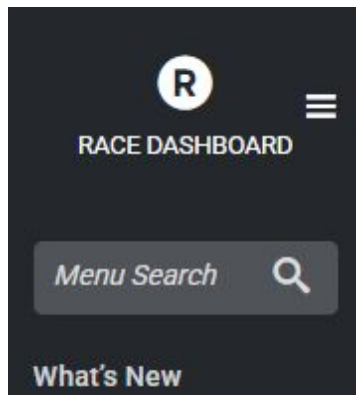
Race Website ❯ Profile Image ❯ Race Dashboard

Dashboard Settings

- Menu Size
- Entire Dashboard

What's New

Dashboard

Race

RaceDay Tools

Participants

Reports

Email Marketing V2

Donations

Fundraising

Financial

Photos

SHOW MORE

What's New

Dashboard

Race

RaceDay Tools

Participants

Reports

Email Marketing V2

Email Marketing (Legacy)

Promotion

CRM

Donations

Fundraising

Store

Financial

Volunteers

Sponsors

Photos

Multi-Race Registration

R DASHBOARD LOCATION Profile ❯ Dashboard Settings

Menu Search

- Quickly Find menu items by using the Menu Search

Race Setup

Race Wizard

RunSignup   TicketSignup   GiveSignup

Create
A Race

Find a Race   Create a Race

Products ⌄   Use Cases ⌄   Pricing   Knowledge Base ⌄   About Us ⌄

RunSignup

Profile

Admin

My Races

My Races
Just the races you are a director of. View all races you have access to.

Create a New Race   Create a New Simple Race

ℝ **DASHBOARD LOCATION**   RunSignup.com ⟩ **Create a Race Button**

ℝ **DASHBOARD LOCATION**   RunSignup.com ⟩ My Races ⟩ **Create a New Race**
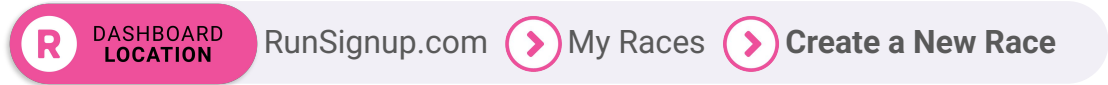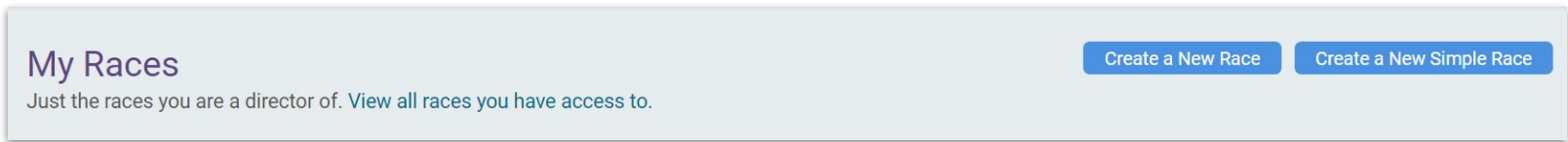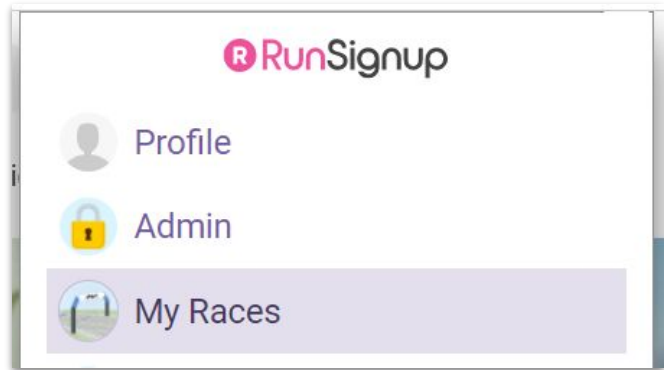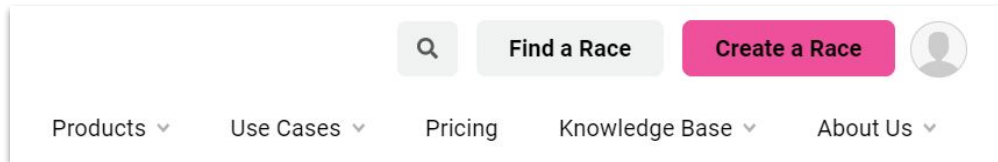
Race Wizard
Step 1

- Race basics
- Keep the race name short
  - Sponsors can be added elsewhere
- Race Description should be quick overview
  - Race Details can be added later

Race Wizard
Step 1

- You have to use a real zip code here, but for virtual races you can use "Anywhere/Everywhere" for the Address.
- Don't forget to make sure your timezone is correct

Location Information

Address Line 1 *

300 Mill St

Address Line 2 | Country * | Zip Code *

US - United States

08057

City * | State/Province * | Timezone * ⓘ

Moorestown

NJ - New Jersey

America/New_York (-0400) — [Eastern]

DASHBOARD LOCATION

Race Wizard ❯ Step 1

Race Wizard
Step 1

- Never use a year or other identifier like "5th Annual" or the year in the URL **- this URL will be used year after year for your race.**
- You'll be able to build short URL's later for simpler URLs to share.
- You can also bring over a custom domain!

Race URL *

The URL may only contain letters and numbers. This URL cannot be changed after creating the race.
Please don't use the race date/year or phrases such as "FirstAnnual" in the URL! This will not work well when you renew the race for future years.

https://runsignup.com/Race/NJ/Moorestown/ TheBest5KEver

Race Wizard
Step 1

- Event Name should be the distance they will be completing.
- Choose the most applicable race type here - it'll ensure your race shows up under the right search criteria.
- Have more than 1 distance? "Add Another Event"

Set Up Your Events

Event Name * ⓘ

5K

E.g. "1/2 Marathon", "5K Run", "Kids Run", etc.

Type *

Run or Run/Walk ▾

Run or Run/Walk
Virtual Race / Challenge
Nonprofit Event
Run Only
Walk Only
Race Walk
Wheelchair Race
Triathlon
Duathlon
Bike Race
Bike Ride
Mountain Bike Race
Gravel Grinder
Fundraising Ride
Trail Race
Open Course Trail
Ultra
Hike
Obstacle Course

+ Add Another Event

● ● ● Race Setup

Race Wizard
Step 1:
Hybrid Events

- If you have a hybrid event with a virtual option, code that type as Virtual Race/Challenge to access virtual results tools
- Enable Virtual/Challenge Results

In-Person Option

Event Name *　ⓘ

5K

E.g. "1/2 Marathon", "5K Run", "Kids Run", etc.

Type *

Run or Run/Walk ▾

This is used to classify your event for better searching.

Start Time *

10/20/2024 　　　　9 : 00　AM ▾

Time will be hidden for virtual races.

Copy to all events

End Time　Copy Start Date

mm/dd/yyyy 　　　　 :　　AM ▾

Time will be hidden for virtual races.

Copy to all events

Virtual Option

Event Name *　ⓘ

Virtual 5K

E.g. "1/2 Marathon", "5K Run", "Kids Run", etc.

Type *

Virtual Race / Challenge ▾

This is used to classify your event for better searching.

☑ Let participants submit their own results
☐ Is this virtual event a challenge?

Accept Submissions Starting *

10/20/2024 　　　　9 : 00　AM ▾

Time will be hidden for virtual races.

Copy to all events

Accept Submissions Until　Copy Start Date

mm/dd/yyyy 　　　　 :　　AM ▾

Time will be hidden for virtual races.

Copy to all events

＋ Add Another Event

Ⓡ DASHBOARD **LOCATION**

Race Wizard 〉 **Step 1**

Race Wizard
Step 1

- Most races choose to pass the processing fee to the registrant (they're used to it!), but you do have the option to cover it or split it.
- You can change this later
- You can have the processing fees covered differently for Donations and Store Items

Processing Fees * ⓘ

◉ Processing fee paid by race registrant.

○ Processing fee comes out of the charge.

○ Half of processing fee is paid by race registrant and half is taken out of the charge.

Flexible
Gender Options

- Make sure your timer knows what gender categories you offer and plan to offer awards in

Gender Options ⓘ

☑ Support non-binary selection.

☐ Allow "Prefer Not to Say" option.

Edit Participant

Editing Bob Bickel's Registration
Personal Information

First Name *
Bob

Middle Name

Date of Birth
01/01/1958

Gender
○ Male   ○ Female   ● Non-Binary

Last Name *

There is no non-binary option because this race has not enabled the setting to support it. The setting is not enabled by default because it can break timing software. You can **contact the race** and ask them to enable the setting. Please be polite as the race director might not have known the setting exists or their timing software hasn't been updated yet.

○ Male   ○ Female

R DASHBOARD **LOCATION**   Race Wizard ❯ **Step 1**

Race Wizard
Step 1

- If you already know who your timer is, add them here so they can access your participant data for scoring.
- You can also add later if you don't have a timer yet.
- Don't have a timer? Find one here: https://runsignup.com/timersearch

Timers

You have the option to give timers access to your race to manage participants and upload results.

Search by company name, email, contact name, etc.

Why should I use a Timer?

- Accurate and Reliable Results
  - Use of RFID chips, mats, and timing systems provide precise results for each participant
- Data Management and Reporting
  - Helping with results reporting and posting
- Integration with RunSignup
  - Being able to keep participant data clean
  - Eliminates need for manual entry on race-day
- Finish Line set up
  - Most timing companies can provide additional equipment such as inflatables, clocks, and computers

Race Wizard
Step 2

- Basic information about your race event(s).
- **Distance** is how it will be listed on the RunSignup Calendar.
- If you have more than one event distance, add them in Step 1 and come back here.

🏆

5K

Event Name * ⓘ

5K

E.g. "1/2 Marathon", "5K Run", "Kids Run", etc.

Type *

Run or Run/Walk ▼

This is used to classify your event for better searching.

Start Time *

10/10/2024 📅   8 : 00   AM ▼

End Time (Optional)   Copy Start Date

mm/dd/yyyy 📅   :   AM ▼

Distance

5   K ▼

This is used when someone searches for races by distance.

☐ Free Event
Registration for this event will be free.

Additional Event Information

Age Calculation Base Date (Optional) ⓘ

mm/dd/yyyy 📅

ⓘ To add additional events, please go to the **Basic Info** step of the wizard.

Save & Continue

Race Wizard
Step 3

- Add Another Registration Period to add price increases based on time
- Click "Additional Registration Options" for single gender events, age-limited events, to set a participant cap, or to make fields optional when not necessary.

🏆

5K

Registration Periods

Registration Opens *	Registration Closes *	Event Fee *
📅 10/01/2023 📅 12 : 55 PM ▼	10/31/2023 📅 11 : 59 PM ▼	$ 30.00 🗑
	America/New_York Time	America/New_York Time

Registration Opens *	Registration Closes *	Event Fee *
📅 11/01/2023 📅 12 : 00 AM ▼	11/30/2023 📅 11 : 59 PM ▼	$ 35.00 🗑
	America/New_York Time	America/New_York Time

+ Add Another Registration Period

Additional Registration Options: ^

☐ Disable Registrations

Upload Registration Form

📄 Choose your PDF

Maximum Number of Participants

Limit Event Registration by Age
Ages [ ] through [ ]

Limit Event Registration by Gender
○ Male ○ Female ⦿ Any Gender

Leave blank to allow any number of participants.

Private Event Code

May only include letters, numbers, dashes and underscores.

You can set up private events that do not display on the race page or registration page. If set up, you must send out specific links to sign up for the events. The link is https://runsignup.com/Race/Register?raceId=154165&privateEventCode=ABC where ABC is replaced with the private event code you set.

Which fields are required for race participants?

☑ Gender ☑ Date of Birth ☑ Address ☑ City ☑ State ☑ Country
☑ Zip Code ☑ Phone

Ⓡ **DASHBOARD LOCATION** Race Wizard ❯ **Step 3**

Race Wizard
Step 3

- Click the checkbox to open additional waiver options (like requiring initials or dates).
- It's possible to add up to 3 waivers - if you have more than one, add your first one here and you can add the others later from Race >> Registration >> Dates, Pricing & Options.

Waivers

Waiver *

☑ When registering multiple people, require each registrant to agree to the waiver separately. (Normally, it is a single checkbox.)

How Do Registrants Agree to Waiver? *

- ⦿ Checkbox
- ○ Name
- ○ Initials
- ○ Name & Date
- ○ Name & Date of Birth
- ○ Initials & Date of Birth

☐ Require the registrant to scroll through the full waiver.

☐ Allow the registrant to skip signing the waiver. They will be sent an email with instructions to sign the waiver after their initial registration. It is your responsibility to be sure that all participants have signed the waiver.

File   Edit   View   Insert   Format   Tools

Paragraph ▾ | **B** *I* U̲ | ☰ ☰ | 🔗 | ↶ ↷ | ⛶

In consideration of you accepting this entry, I, the participant, intending to be legally bound do hereby waive and forever release any and all rights and claims for damages or injuries that I may have against the Event Director, RunSignup.com, and all of their agents assisting with the event, sponsors and their representatives, volunteers and employees for any and all injuries to me or my personal property. This release includes all injuries and/or damages suffered by me before, during or after the event. I recognize, intend and understand that this release is binding on my heirs, executors, administrators, or assignees.

I know that running a road race is a potentially hazardous activity. I should not enter and run unless I am medically able to do so and properly trained. I assume all risks associated with running in this event including, but not limited to: falls, contact with other participants, the effects of weather, traffic, and course conditions, and waive any and all claims which I might have based on any of those and other risks typically found in running a road race. I acknowledge all such risks are known and understood by me. I agree to abide by all decisions of any race official relative to my ability to safely complete the run. I certify as a material condition to my being permitted to enter this race that I am physically fit and sufficiently trained for the completion of this event and that a licensed

p

If you need to add more than one waiver, you can do that after race setup by going to Race » Registration » Dates, Pricing, & Options.

Race Wizard
Step 4

- Add Giveaway details and images if you have them
- Update sizes to match your available options.
- If you don't have your giveaway information yet, you can skip this and add one later via Race >> Giveaway/Add-On >> Giveaway

Race Wizard
Step 5

- More branding opportunities are available from your dashboard later. For now, add your logo or pick a default icon that represents your race.

Customize Your Race Page

Race Logo

Upload Race Logo
Suggested dimensions: At least 200px wide and at least 75px tall.
You can upload .png, .jpeg., .jpg, or .gif files.

Browse

Race Default Icon Logos

Race Wizard
Step 5

- Add a custom banner (2400x800), or click "Select from Available Banners" to choose one from our default options.
- Contact form email display
- Customize the word "event" if needed (I.E., "wave").

Race Banner Image

Suggested dimensions: 1200 pixels by 400 pixels.

Choose your image
You can upload .png, .jpeg, .jpg, or .gif files.

Current Banner Image

Select from Available Banners

You can also change your race color scheme using Race > Race Page > Race Theme in the race dashboard.

Directions
☑ Show directions on the race page.

Contact Form
☑ Use a contact form instead of listing your contact email on the race page.

Event Display
☐ Hide event start times.
☐ Display race and event dates as "Race Date: TBD".
☐ Hide Events With Closed Registration.
☑ Show event tiles on race page.

Custom "Event" Text (Singular)

E.g. "wave" (lowercase)

Custom "Event" Text (Plural)

E.g. "waves" (lowercase)
The custom "Event" text only applies to runner facing pages. The race dashboard will still reference events.

To edit custom sections for your race, please visit Race > Race Page > Custom Sections in the race dashboard.
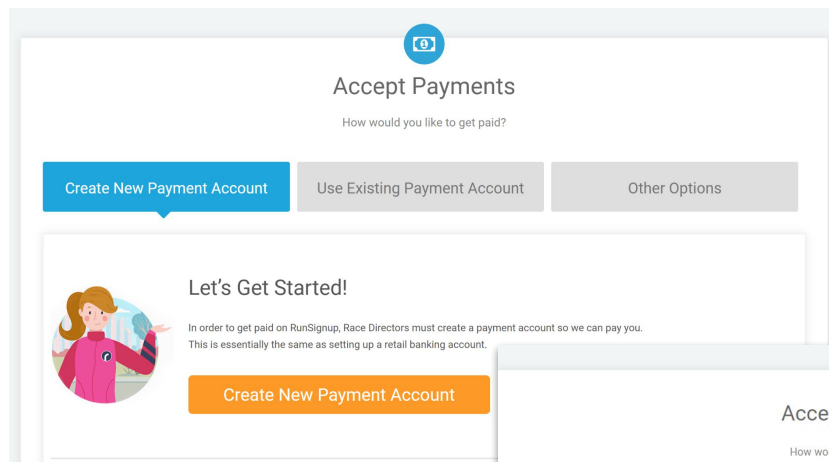
SELECT A BANNER

Race Wizard
Step 6

- Create new Payment Account
- Use an existing Payment Account
- Other Setup later options
- **Payment Account approval can take time if manual checks are needed. Make sure you start this process several days before you plan to open registration!**
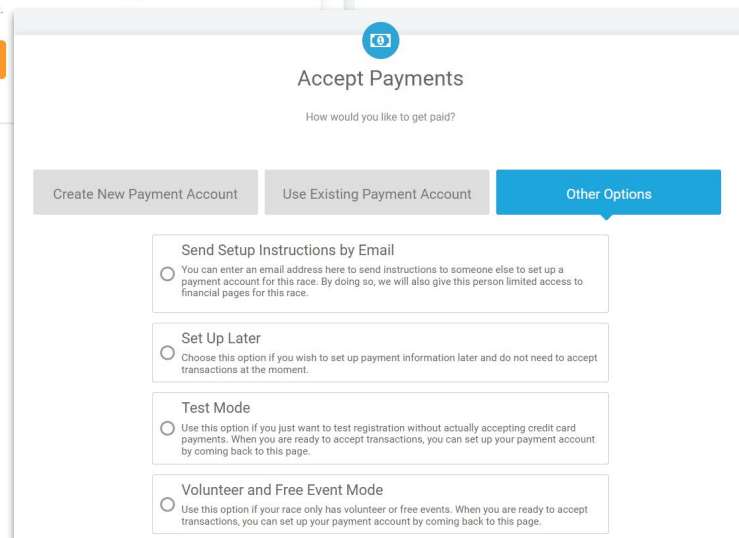

Accept Payments

How would you like to get paid?

| Create New Payment Account | Use Existing Payment Account | Other Options |

Let's Get Started!

In order to get paid on RunSignup, Race Directors must create a payment account so we can pay you. This is essentially the same as setting up a retail banking account.

Create New Payment Account

Accept Payments

How would you like to get paid?

| Create New Payment Account | Use Existing Payment Account | Other Options |

Send Setup Instructions by Email
You can enter an email address here to send instructions to someone else to set up a payment account for this race. By doing so, we will also give this person limited access to financial pages for this race.

Set Up Later
Choose this option if you wish to set up payment information later and do not need to accept transactions at the moment.

Test Mode
Use this option if you just want to test registration without actually accepting credit card payments. When you are ready to accept transactions, you can set up your payment account by coming back to this page.

Volunteer and Free Event Mode
Use this option if your race only has volunteer or free events. When you are ready to accept transactions, you can set up your payment account by coming back to this page.

DASHBOARD LOCATION Race Wizard **Step 6**

Race Wizard
Step 6

- Initial Onboarding not complete
- Go through each step in the set up to ensure information is complete
- Submit With Errors

⚠ The Payment Account For This Race Has Not Been Saved!

Please make sure you save your payment account information once verification is completed. You will need to click below to save the account information and then save it to your Race.

Go to Account Setup

We found some items that need correction.
⬇ Here's what you can do next ⬇

✔ Correct Items Now
Provide some more info to get approved immediately.

OR

⚠ Submit With Errors
Approval might take longer; we'll update you by email.

Account Status

Race Wizard
Step 6

- Verification Process
  - Adyen verifies accounts during business hours
  - KYC Checks
- Document uploaded needed
- Accepted Documents
  - Voided Check
  - Bank Statement
  - Letter from the bank
  - Screenshot of online banking

🔗 Account Review Status

We found the following errors:

⚠ Bank account couldn't be verified.

Additional Details: The bank account couldn't be verified.

Potential Remedies: You can try one of the following to resolve this issue.

- Use different bank account.
- Upload a bank statement.

Here is how you can resolve these errors:

Upload Routing: Account Last 4:   Recent Bank Statement
More Information ⬈

To complete setting up your payment account, please provide one of the items from the following list. Be sure your

- Bank statement **(preferred within the last 2 months)**.
- Voided check.
- Screenshot of online banking environment.
- Letter from bank stating account holder name and number.

Allowed formats: JPEG, JPG, PNG, PDF.
Minimum allowed file size: 1 KB for PDF, 100 KB for other formats.
Maximum allowed file size: 4 MB.

Choose your fil
See above for infor

Race Wizard
Step 6

- Error - Organization details couldn't be verified.
  - It failed the organization verification.
  - IRS document showing the IRS logo, legal entity name and EIN for approval

We found the following errors:

⚠ Organization details couldn't be verified.

Additional Details: The submitted organization type didn't match the one on the registry.

Potential Remedies: You can try one of the following to resolve this issue.

- Update organization details.
- Upload a registration document.

Race Wizard
Step 6

- Bank Statement
  - First page only
  - Dated within the last 2 months
  - Full Account name
    - Must match the legal entity
    - Use DBA section
  - Account number
  - Bank Name & Logo

Race Wizard
Step 6

- Check
    - Blank with exception of VOID notation
    - Full Account name
        - Must match the legal entity
        - Use DBA section
    - Account number
    - Routing number
    - May not be a starter check
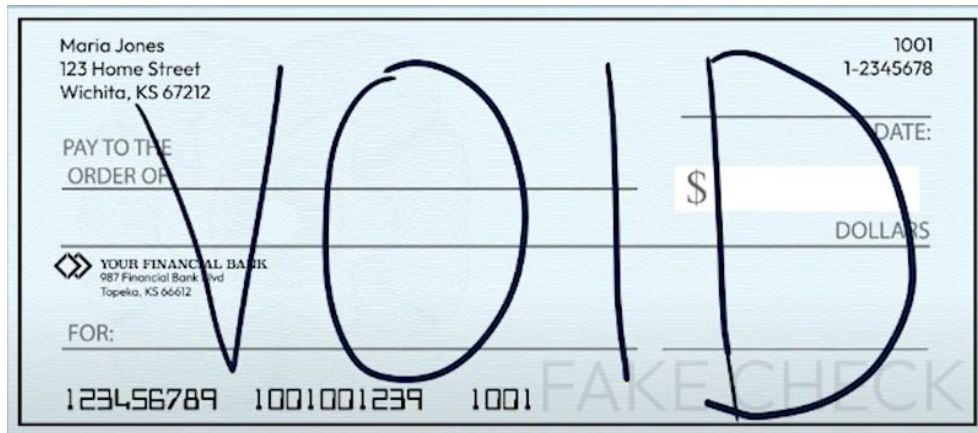
Race Wizard
Step 6

- Verification Letter
  - New Accounts
    - Does not have a statement or check
  - Full Account name
    - Must match the legal entity
    - Use DBA section
  - Account number/Routing number
  - On bank letterhead
  - The Date (within 1 month)
  - Employee Name & Signature

Race Wizard
Step 6

- Screenshot of Online Banking
  - Bank Name
  - Bank Logo
  - Full Account name
    - Must match the legal entity
    - Use DBA section
  - Account number
  - Routing number
  - The date

Race Wizard
Step 6

- Common Mistakes that lead to rejected payment accounts
    - Ripped or stained images
    - Selfies
    - Blurry images
    - Old documents
    - Documents with writing/redactions
    - Used checks
    - Incorrect documents
        - Deposit Slips
        - Banking agreements
    - Mismatching data

Race Wizard
Step 6

- Pending Completion by RunSignup
  - Quick Manual Review by Risk Team
- Risk Team requires more information
- Payment Account Approval
  - Automated Email
  - Phone Call

Payment Account Approved

Congratulations, your payment account with RunSignup (Bloomfield Church 5k) has been approved for you to begin receiving payments. You can begin processing registrations for your race at any time.

For information on how to Manage your Payment Account, see here.

For any Payment Account questions, feel reach to reach out to finance@runsignup.com.

Thank you very much for signing up with RunSignup.

Run Signup

Race Wizard
Finished

- These settings are RECOMMENDED!
  - Offer Event Insurance
  - Referral Rewards
  - Incomplete Email
  - Price Increase Email
- Uncheck if you *don't* want them activated.

DASHBOARD **LOCATION**

Race Wizard ❯ **Finished**

Race Dashboard

Navigating the Dashboard

Use
Search

RACE DASHBOARD

Menu Search 🔍

Dashboard

Race

Go Race Day

RaceJoy

Participants

Reports

Email Marketing

Promotion

CRM

Donations/Fundraising

Search by Name, Bib, E-mail, etc. 🔍

Race Status: ✓ | View Website ⬏ | Signups: 1,809 ⌄

DASHBOARD LOCATION On Your Dashboard
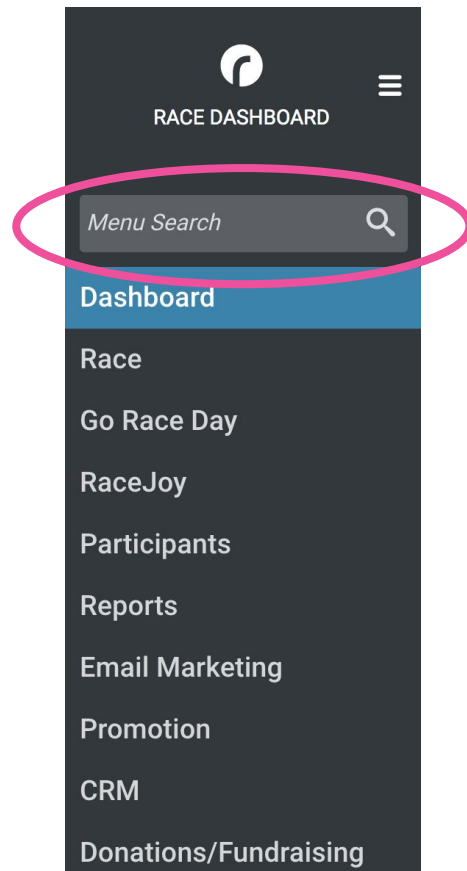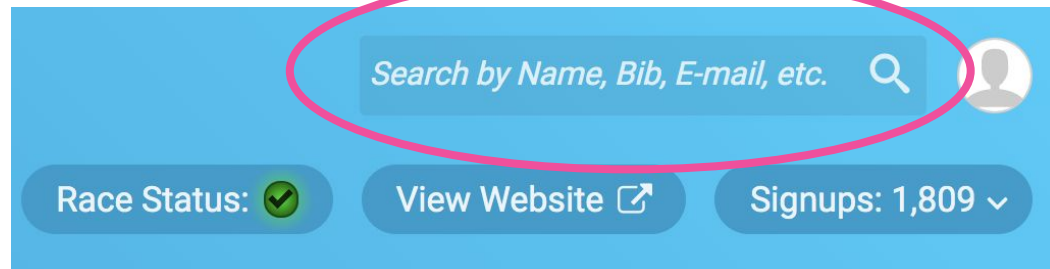
Dashboard
Data Expansions

- Total Signups
- Total Registrations
- Registration by Event
- YOY comparisons
- Last 30 Days*
- Days remaining*

Colorado Springs Marathon, Half, 5K, and Kids K ▼

Search by Name, Bib, Email, etc. 🔍

📅 September 30, 2023 · 📍 Colorado Springs, CO 80903 · Race Status: ✅ · View Website ⬈ · Signups: 1,224 ⌃

	THIS YEAR ⓘ	LAST YEAR ⓘ	YEAR BEFORE LAST ⓘ
Total Registrations ⌃	**1,224**	**2,190**	**1,448**
Marathon	320	344	179
Half Marathon	547	969	700
5K	282	669	362
Kids K	41	90	76
Virtual Marathon	3	10	9
Virtual Half Marathon	7	30	26
Virtual 5K	5	53	73
Virtual Kids K	2	4	3
Team RWB Relay (Invite Only)	17	20	20
Today	6	4	2
Yesterday	9	13	0
Last 7 Days	50	46	4
Last 30 Days	368	230	4
With 107 Days Remaining	1,224	676	4
Total $ ⌄	$75,237.20	$131,230.80	$72,049.65

TYPE	#
Paid Online	1,144
$0 Entry	80
Imported	0

Paid Online is the number of active registrants who paid more than $0.00 to enter this race.

$0 Entry is the number of active registrants who paid $0.00 to enter this race.
Imported is the number of registrants who were imported.
For more detailed reporting, please use the Participant Report.

Note: These figures do not take into account post-registration actions, including transfers.

Standard
Questions

You can add pretty much any questions from Race >> Registration >> Questions, but these Standard Questions are easy for a participant (they're saved in the profile) and generally recommended to add as a best practice.

Participant
Report

- Primary way to view your participants in your race
- Participant management can occur here as well
  - Refunds
  - Deferrals
  - Transfers
  - Info edits

View Participants

2023 - Event Name, Event Name 2: *1 Participants*

Search/Change Event   Report Options▾   Export Options▾   ⚠ Save as Custom List & Send Email

Page 1 of 1

REGISTRATION ID	NAME	EVENT	REGISTRATION DATE	GENDER	AGE	EMAIL	T-SHIRT	RACE FEE	AMOUNT PAID	EDIT REGISTRATION
72601191	James Armington	Event Name	07/19/2023 5:40pm MDT	Male	37	james.armington@runsignup.com		$0.00	$0.00	Edit Manage Profile

1

Participant **Report**

- Configure your report by using the Search/Change Event Button
  - Event drop down box can be used to pull archived data or specific events
- **Search All Fields** can be used for more specific searches

Participant
Report

- Customize your participant report by using **Customize View**
  - **Pick From All Columns** will allow you to add fields to your report
  - Save selected columns to always show by default (per user)
- All boxes that are orange will be added to the report when you update
- Export reports in a variety of formats

Enable
Donations

- Start collecting donations
- Customize logo and language for donations
- Add donation levels.

Let's turn on donations!

Sometimes people can't participate in your race, but they would still like to donate. Create a new stream of revenue for your events by enabling donations.

Donations also open you up to tons of other great features in RunSignup, like:

- **Fundraisers**
- **Fundraiser Teams**
- **Goal Thermometers**

Start Date *

10/02/2023

America/New_York Time

Description/Additional Information *

File   Edit   View   Insert   Format   Tools

Paragraph   A ⌄   ✎ ⌄   B I U   ☰ ☰   🔗   ☰ ☰ ☰

Help us raise money for our cause!

p

Enable Donations

Donation Levels

DONATION AMOUNT	LEVEL	
$ 5.00	Foundation	🗑
$ 20.00	Wall	🗑
$ 50.00	Roof	🗑

Add Donation Level

Donation levels will be sorted by amount.
Users will be also be given the option to enter their own amount.

Donation Add-On
At Checkout

- Now even easier to add - no requirement to have charity partner setup.
- Up to 3 donation levels (recommend small donations for this option)
- Will **not** show if registrant donates during the registration path.
- Significantly boosts total donations

Port to Park Summer Series Race #1
Donations: Checkout Add-on Setup

Save   Cancel

During registration, you can add an option on the checkout screen to add an additional donation. You can enter up to 3 options for the amount to suggest.

Note that donations collected via the Checkout Add-on will be paid out to the race's payment account. You should use the Charity Partner Donation Checkout Add-on if you need funds to go to the charity partner's payment account.

Help ?

Amount #1
$ 3.00

Amount #2
$ 5.00

Amount #3
$ 10.00

♥ **Add a Donation**

○ None   ○ $3   ○ $5   ○ $10

Confirm Payment: $29.36   Back

↓ **Your registration information**

Location: Port Richey, FL 34668 US   **Race Date:** June 6, 2026

Registrants

Val Lofton
Date of Birth: Email: Event:

Purchase Summary ✎

	Item	Total
5K Run/Walk Val Lofton	$25.00	$25.00
T-Shirt Small	$0.00	$0.00
Sales Tax ⓘ	$1.75	$1.75

Coupon Code ⓘ

[   ] Apply

Base Cost: $26.75
Processing Fee: ⓘ $2.61

Total: **$29.36**

R **DASHBOARD LOCATION**   Donations ❯ Setup ❯ Checkout Add-on

Coupons

- Name your code

- Determine discount (% or $)

- Choose discount type

- Eligibility dates

- Define what can be discounted

- Set up restrictions

○ ○ ○ Race Dashboard

Additional
Discount Features

- Access a range of discounting options from your race dashboard.

- Pick 1 or 2 pricing promotions - don't use all of them at once!

DASHBOARD LOCATION Financial ❯ Pricing

Donations

Fundraising

Store

Financial

Summary

Payment Account

Payments

Pricing

Invoicing

Vouchers

Account Numbers

Sales Tax

Payment Setup

Payment Accounts

Event Insurance

Chargebacks

Age Based Pricing

Multi-Person SignUp Pricing

Memberships

Club Membership Discounts

Multi-Event Discounts

Coupons

Extra Fees

Credit Card Discounts

Affiliate Discounts

Processing Fee Type

Processing Fees

Timer Fees

Gift Certificates

46

Race Website

Show Off Your Event

RunSignup   TicketSignup   GiveSignup

What is a
Race Website

Your race website is automatically created when you complete the Race Wizard!

By default, it includes key race details and presents as relatively simple with a Race Info Page.

To enhance it you can:

- **Showcase your brand**

- **Add unlimited content**

- **Organize**

- **Make it look professional**

- **Include key information (automatically)**
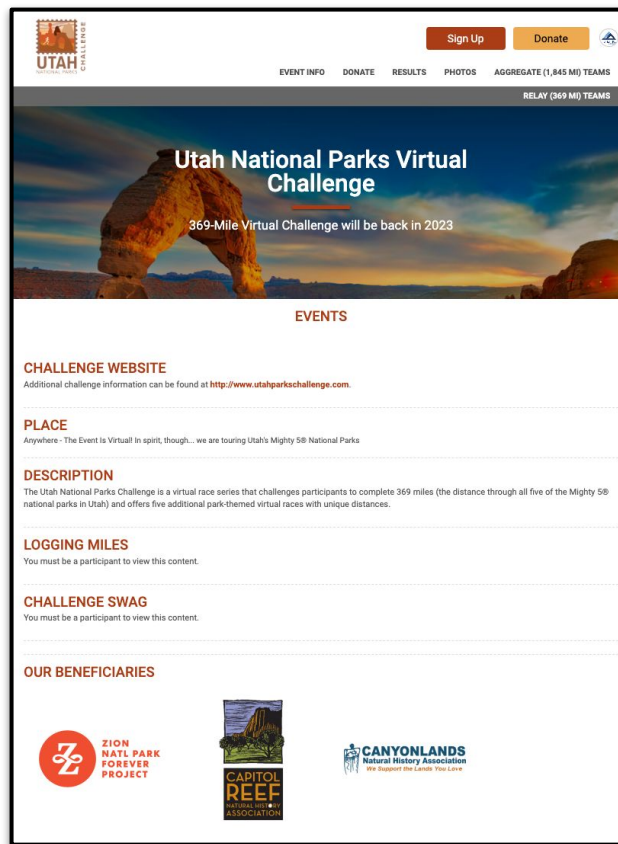
Race
Theme
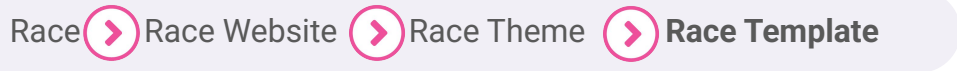
Choose your **Race Template**:

- Vertical or horizontal navigation
- Design & layout elements
- Add social media feeds
- Tagline & Countdown Clock
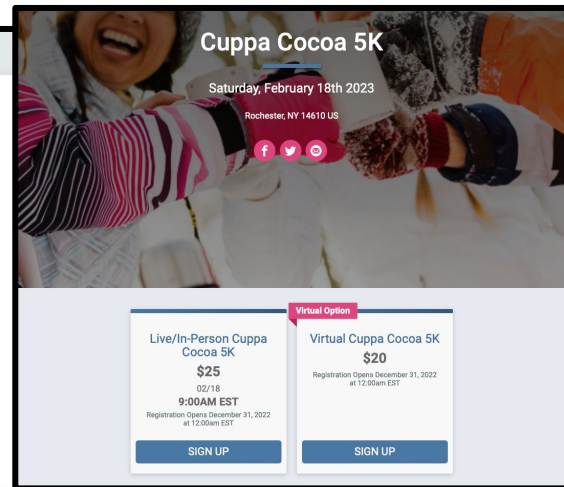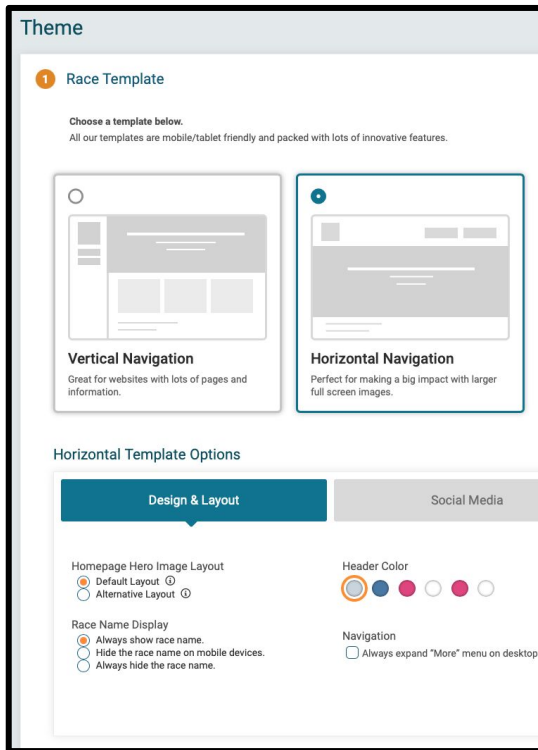
Race Theme

Upload your Race or Event **Logo** or use one of the icons provided.

Race Theme

Upload a custom **Banner Image** or choose from one of the many default images.

Custom Banner Size:
2000 x 800
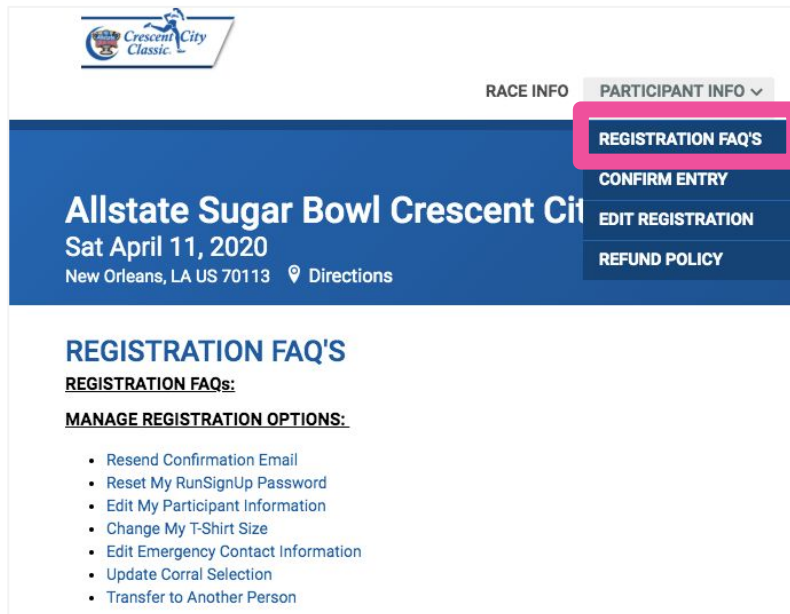
Custom Wording
For "Race"

Custom Wording for "Race"
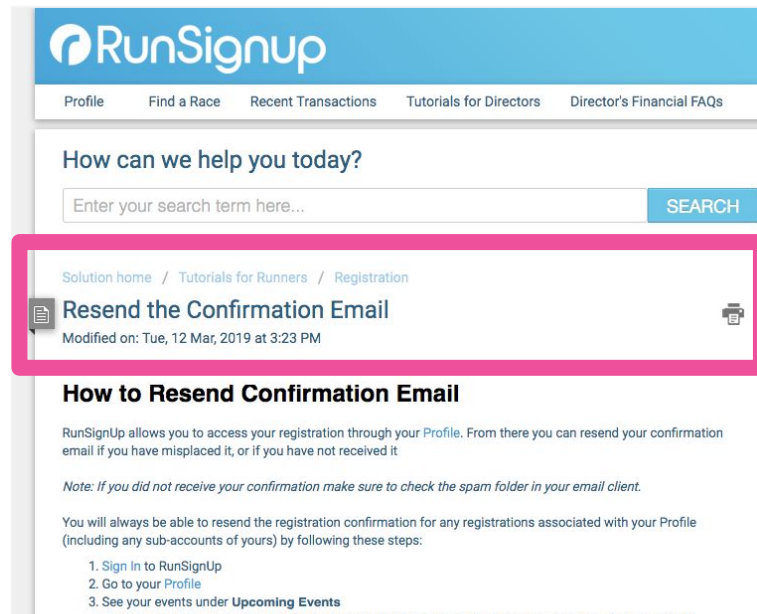
race

If you don't want the text on user-facing pages to say "race", you can customize that here. Use lowercase letters. Please be sure that the text you enter makes sense when adding an "s" (e.g. race**s**).

Add an
FAQ Tab

Website V2

Website V2 Highlights:
- Style Options
  - Headers, layouts, new design options
- Structure your Website
  - Pages, menus, dropdowns, links & more!
- Image Gallery
  - Image uploads, sharing & management with Email V2
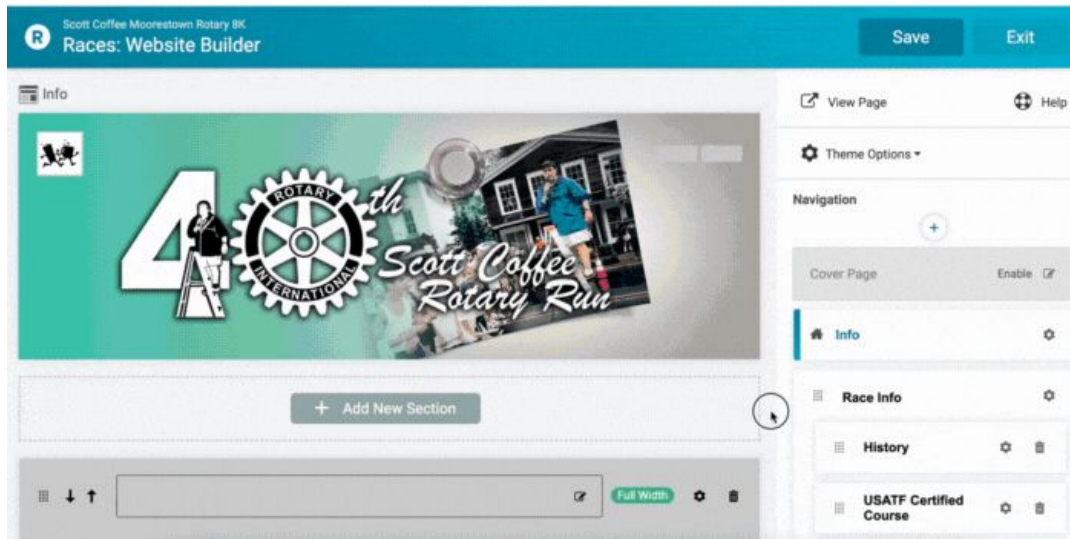
Register for the **Website V2 Webinar** on 10/16

Email V2

- Drag and drop template builder
- Mobile-responsive templates
- Unlimited contacts, custom contact lists for donors, fundraisers, etc.
- Image Gallery
- Dynamic replacement tags
- Automated emails

Register for the **Email V2 Webinar** on 9/17

Thank You For
Joining Us Today

For more information, visit us online at:
• runsignup.com •

R RunSignup