



BLACKMORES®
SYDNEY RUNNING FESTIVAL
2 0 T H R U N I V E R S A R Y

Team Guide

Register at <https://raceroster.com/events/2022/46926/blackmores-sydney-running-festival>

Guide to this document

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- Different options on how to join a team
 - Page 5 - Add to an existing team during the registration process
 - Page 6 – Join an existing team via Participant Dashboard
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- How to manage your team
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Registration form

- Once you have filled in your personal details, select the best option for your registration



Teams

Add registrant to a team? *

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

Create a Team



- Select *'Create a Team'*
- Enter a name – this will verify if the name is available

Teams

Add registrant to a team? *

No, do not add this registrant to a team

Yes, create a new team and add this registrant

Yes, add this registrant to a team created by someone else

Team name *

ENTER A TEAM NAME

By joining a team, I understand and agree that: *

The team captain will be able to see various details of my registration, including my contact information.

Add to an existing team

- Select *'add to a team created by someone else'*
- Select the team you want to join



Teams

Add registrant to a team? *

No, do not add this registrant to a team

Yes, create a new team and add this registrant

Yes, add this registrant to a team created by someone else

Select team

Select... ▼


Via Participant Dashboard



Blackmores Family Fun Run (Aus/NZ) [Confirmation No. 12105933](#)
Adult

Personal details

Team

 **No team**
[Add team](#)

Additional details
[+ Show all](#)

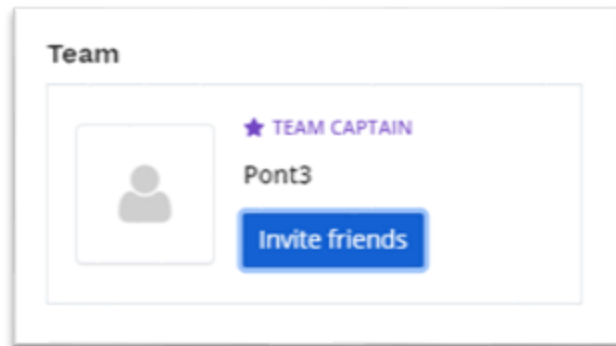
Products
Family Fun Run Waves: C Group - Over 40m
(incl Prams) (quantity: 1)

[View waiver acceptance](#)
[Download waiver acceptance](#)

Add to an existing team

Team Referral Link

- Share the link specific to your team to invite people to register directly into your team!
- Send an email to info@sydneyrunningfestival.com.au to get the team referral link or log into your participant dashboard and *Invite Friends*.



Managing your team

- From your confirmation email, scroll to the bottom and click **Visit dashboard** to log into Race Roster and view your entry/team



The image shows two side-by-side screenshots from a confirmation email and a participant dashboard.

Left Screenshot (Confirmation Email):

- Header: ROSTER
- Confirmation No. 14114260
- Blackmores Sydney Running Festival
- Event details section: Event date(s) - September 18, 2022

Right Screenshot (Participant Dashboard):

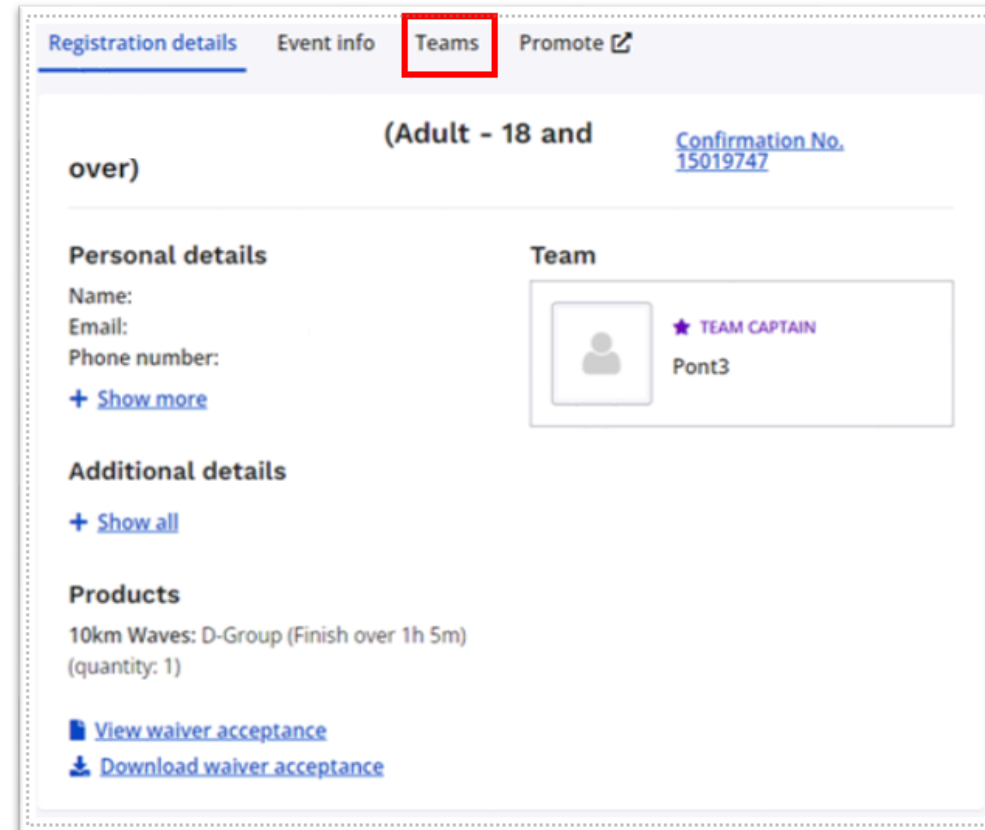
- Section: Participants
- QR code and barcode for check-in.
- Participant information table:

Name	Sub-event
TEST Luk	Blackmores Family Fun Run (Aus/NZ) Adult

- Section: Manage registration
- Text: View event details, updates, and manage your registration by visiting your participant dashboard
- Button: **Visit dashboard** (highlighted with a red box)

Managing your team continued...


- Navigating through your dashboard
 - Your entry will be assigned as the Team Captain with your team's name
 - Select the **Teams** tab



Registration details | Event info | **Teams** | Promote

(Adult - 18 and over) [Confirmation No. 15019747](#)

Personal details
Name:
Email:
Phone number:
[+ Show more](#)

Team
 **★ TEAM CAPTAIN**
Pont3

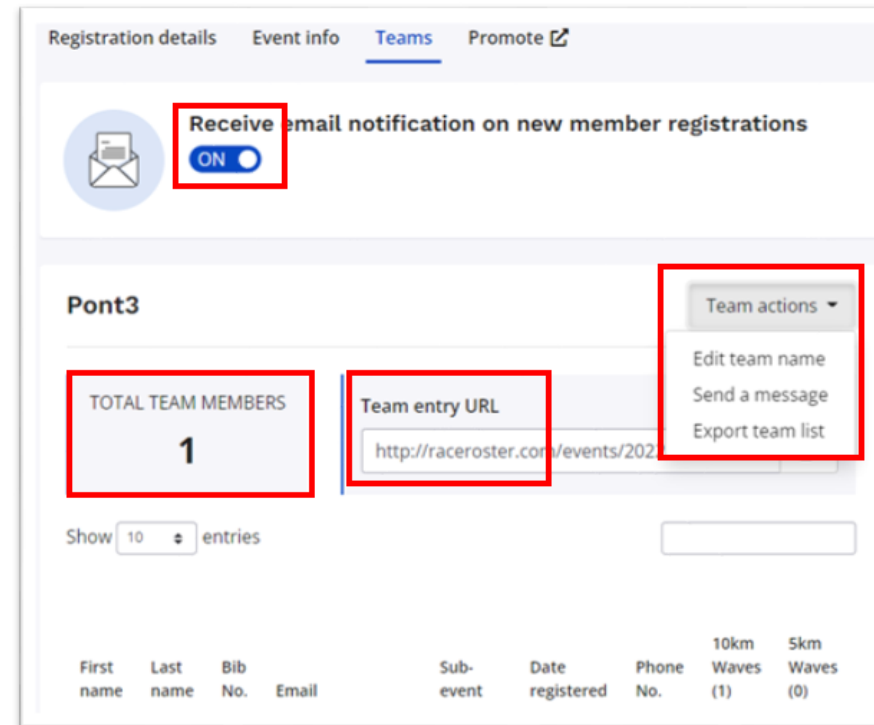
Additional details
[+ Show all](#)

Products
10km Waves: D-Group (Finish over 1h 5m)
(quantity: 1)
[View waiver acceptance](#)
[Download waiver acceptance](#)



Managing your team continued...

- This page will show you the total team members and a list of the participants registered in your team.
- There is an option to receive a notification when a new member registers.
- Team entry URL – share this with your friends so they can be automatically registered in your team
- Team actions – as the captain, you can use this to edit your and connect with your team



Registration details Event info **Teams** Promote

Receive email notification on new member registrations
ON

Pont3

TOTAL TEAM MEMBERS
1

Team entry URL
<http://raceroster.com/events/202...>

Team actions

- Edit team name
- Send a message
- Export team list

Show 10 entries

First name	Last name	Bib No.	Email	Sub-event	Date registered	Phone No.	10km Waves (1)	5km Waves (0)
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