

How to Join a Team

Instructions for Team Members to Register & Join a Team

1. Go to www.karmanos.org/detroitraceforthecure and click on the pink "Register Now" button.
2. You will be taken to the Race registration Welcome Page. Read. Hit the "Continue to Register" button.
3. You will be taken to the Active.com registration site. Click on the green button labeled "Register Now!" on the next screen.
 - a. Login with your Active user ID and password (you have one if you registered online for the Race in the past). Your login is your email address. If you forgot your password, click on "Forgot your Password" and you will receive an email with a link that will allow you to access your account. The link is good for 6 hours, please be prompt in your response.
4. If you do not have an Active account, choose option B and create one. Click on "New Account" and follow the instructions.
5. Once logged in, select "Team Member Registration" (unless you are registering for the Ford or Compuware teams).
6. Select your registration category and age group, agree to the waivers and push "Continue."
7. Once in the registration form, you can join your team. A list of all teams is displayed (see sample below) in a pull down bar at the top of the registration form – select your team from this list. REMEMBER TO CLICK OFF OF THE TEAM YOU SELECT SO YOUR TEAM NAME IS SHOWING IN THE DROP DOWN BOX.

The screenshot shows a registration form titled "REGISTRATION". On the left, "Registration Steps" are listed: "1. Accept Waiver" and "2. Select a Team". A red arrow points from step 2 to a dropdown menu of teams. The dropdown menu lists various teams, with "Running Buddies" highlighted in blue. Below the dropdown, the "PARTICIPANT INFORMATION" section is visible, with a note: "(* indicates required information)". A sub-section titled "If you are part of a team joining from the list below" contains a "Select a Team:" dropdown, a "Team Password:" field (marked as required if needed), and fields for "First Name:", "Middle Name:", "Last Name:", "Gender:" (with radio buttons for Male and Female), and "Birthdate:" (with MM, DD, and YYYY dropdowns).

8. Continue registering by filling out the rest of your registration form. Skip "Team Password," it is not required. Push continue, enter in your payment information and push "Pay Now".
9. If your company is paying for your team members' registrations, please contact your team captain for the coupon code. Enter the code (code is case sensitive) in the box next to the words "Coupon Code" and click on Redeem. This will reduce your payment due and your company will be billed for your entry.
10. Upon registering, 2 emails will be sent to you:
 - a. Email Confirmation confirming your registration was successful – keep this for your records.
 - b. Email about your personal fundraising page (a fundraising page will automatically be created for each registrant). This email gives you your fundraising page link and tells you how you can log into your fundraising center. Please have family and friends make online donations to your personal donation page. All donations made to your page will feed into the team total.

If you are having difficulty, please feel free to contact Active's customer support at 877-228-4881 or support@active.com.