



## Plane Pull Registration Instructions

1. Click the **Register** button on the Plane Pull registration page.
2. You will then see a **Join a Team and Create a Team** button. Select **Create a Team** if you're the *team captain*, then hit **continue**. If your team captain has previously created your team, click **Join a Team**.
3. *Team Captain*: Enter your team's name and hit **continue**.
  - a. *Team Member*: Find your team, click **Join Team**, and then **continue**.
4. *Team Captain*: Select **1** next to **Team Captain** (if you would like to register other team members at this time, select the number of team members you want to register next to **Team Member**) and hit **continue**. **Please add individual names and last names and if possible, individual email addresses**.
  - a. *Team Member*: Select **1** next to **Team Member** and hit **continue**. If you would like to register other team members at this time, select the number of team members (including yourself) you want to register next to **Team Member** and hit **continue**. **Please add individual names and last names and if possible, individual email addresses**.
5. Then, create an account, enter your email address, a username, and a password, and click **register**.
6. Now, fill in your contact information and T-shirt size. If you're the *team captain*, select your **division**. Next, select a personal fundraising goal (this should be at least \$100 [\$50 for School Division]). Then, select a team fundraising goal (for the **Team Captain** only). This should be at least \$1,000 (\$500 for the School Division), then click the box that you **accept** the waiver and click **continue**.
7. On this page, you can make a donation (NOT REQUIRED) to your team if you would like; if not, click **continue**.
8. Next, you will see a pop-up message that asks if you want to personalize your fundraising page with pictures and text. Select personalize or skip (if you select skip, we have pre-loaded pictures and text on your page).
9. *Now that you have registered your team, yourself, or someone else*. You will see a couple of links in the bottom right-hand corner of this page. One is a Link to your Participant Page (you can email this link to friends and family to make donations to your fundraising page). These donations will also show on your team page. The other is a Link to your Team Page (**Team Captain Only**). The Team Captain can email this link to anyone who wants to join your team.

If you have any questions about registering or any issues registering, please contact **Tony Leonardo**, Development Manager, at [tleonardo@alphasb.org](mailto:tleonardo@alphasb.org) or 805-683-2145 X 105