

How to Register & Participate as an Individual

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Besides participating as an individual and raise funds, you can also join an existing team. **However, you can do so only before you have created your personal page.** (Please see **Section C** to join a Team).

A. Register & Create a Personal Page

1. On the Walkathon webpage, click on [Register]. You will be redirected to the registration form through CanadaHelps.

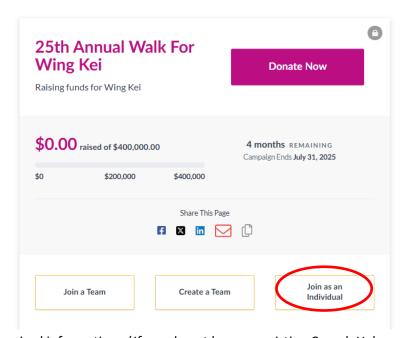


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2. On the Registration Page, select [Join as an Individual].





3. Fill in all the required information. (*If you do not have an existing CanadaHelps account, you will be required to create an account in this step before proceeding*).



Join 25th Annual Walk For Wing Kei It's easy! Follow the simple steps. In minutes, you'll be ready to get started making a real difference. EMAIL* Your email address ACCOUNT TYPE Personal COMPANY NAME Enter a company name FIRST NAME* Your first name ADDRESS Your address

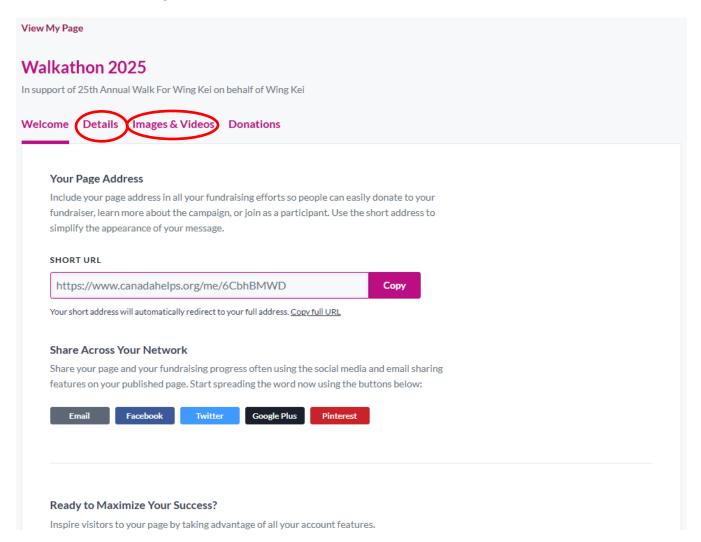
Make sure to read the Waiver and agree to the terms. Create and input a name of your personal fundraising page, choose the T-shirt size if you are with over \$100 in pledge or team participants, choose the route you prefer and then click [Continue].

I her	eby agree/on behalf of my minor child agree/on behalf of the team	i
mem	ber listed herein agree that: (1) I acknowledge that participation	ı
in the	e 25th Annual Walk for Wing Kei (hereafter referred to as "the	Į
Walk	") exposes me/my minor child (hereafter collectively referred to	
as "th	ne Participants") to many risks, including some resulting from the	
negli	gence of the Organizer of the Walk. In consideration of the	
Parti	cipants' participation in the Walk, I voluntarily assume all such	
risks	including personal injury and property damage on behalf of the	
Parti	cinants, and I do release, discharge and indemnify the Chinese	9
)⊦	HAVE READ, UNDERSTOOD, AND AGREED WITH THE TERMS	
IND	CONDITIONS OF THE ABOVE WAIVER	
-SHIE	DT CLT	
Sele	ct	
Sele	ct PERSONAL FUNDRAISING PAGE NAME*	
Sele	ct	
Selection Select	ct PERSONAL FUNDRAISING PAGE NAME*	
Selection Creater HOO	ect PERSONAL FUNDRAISING PAGE NAME* ate a page name	
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Selector Creater Creat	PERSONAL FUNDRAISING PAGE NAME* ate a page name use Your Route ct an answer	
Selector Creater Creat	PERSONAL FUNDRAISING PAGE NAME* ate a page name ase YOUR ROUTE ct an answer Yes, I'd like to receive email communications from Wing Kei. I	

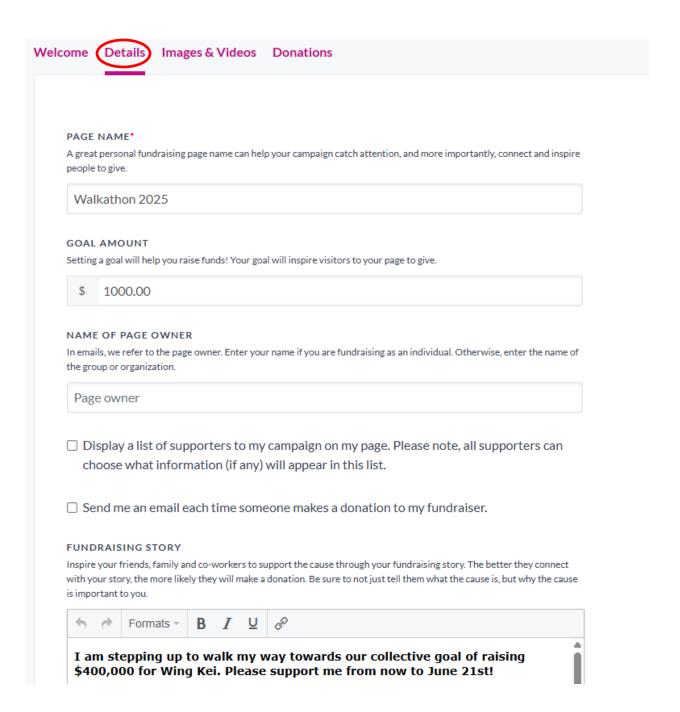
Thank you for supporting the Walkathon!

[Optional] Manage Your Personal Page

1. Once you have joined as an Individual, you can share your Fundraising Page by copying the Short URL or through Email and Social Media. You can also customize your Fundraising Page with [Details] or [Images & Videos].



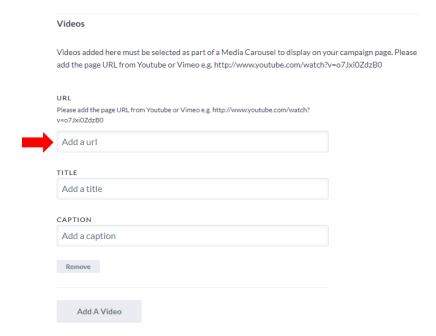
You can edit the details of your page such as Page Name, Goal Amount, Page Owner, or your Fundraising Story, click [details].



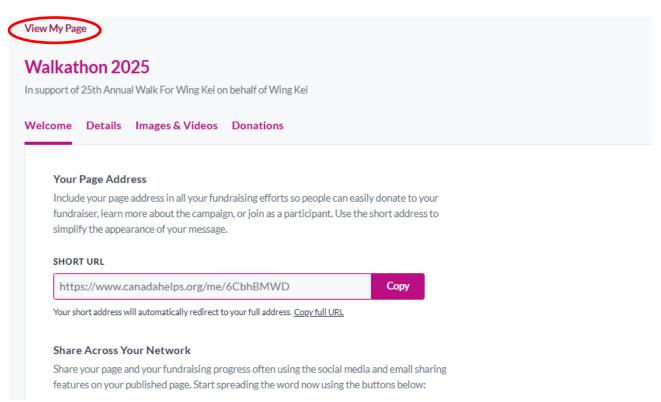
Once finished, be sure to click [Save].

To share images or videos of your fundraising efforts or participation, click [Images & Videos]. The Featured Image will be displayed next to your Fundraising Story. Additional Images will be shown in your Fundraising Page's Gallery. Videos must be uploaded to YouTube or Vimeo to be added to your Page.

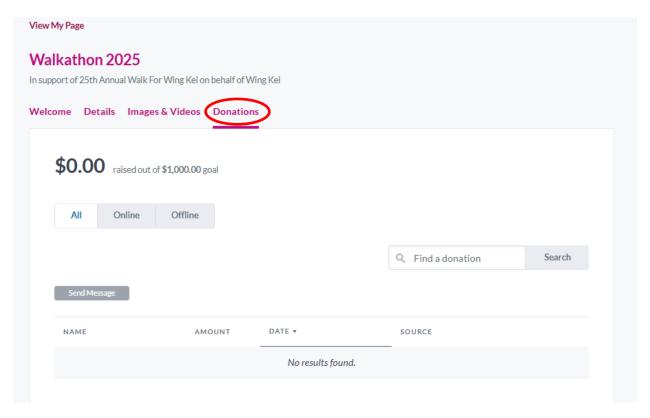




After you have made all your changes, you can view your Fundraising page by clicking [View My Page] at the top.

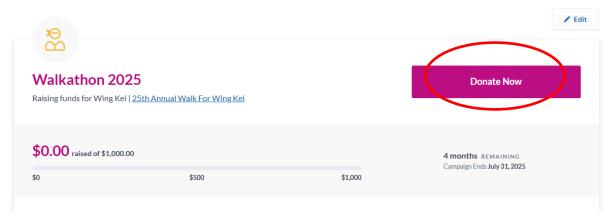


2. Under [Donations], you can review your Online and Offline donations and send a message to your Donors to thank them for helping you with your fundraising goal. You can also keep track of your progress in reaching your fundraising goal.

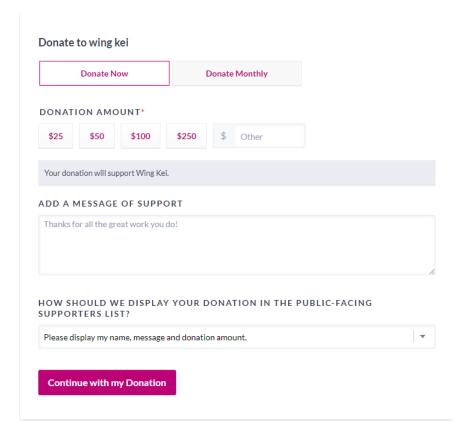


Invite Family & Friends to Donate to You

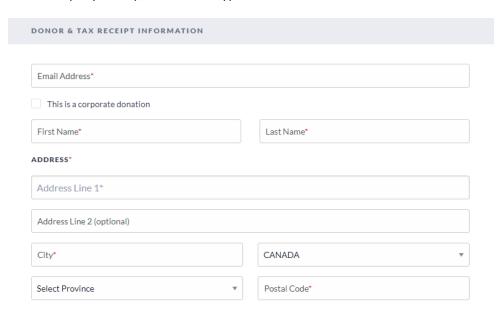
1. Your family and friends can go to your fundraising page and sponsor you for the walk by clicking [Donate Now].



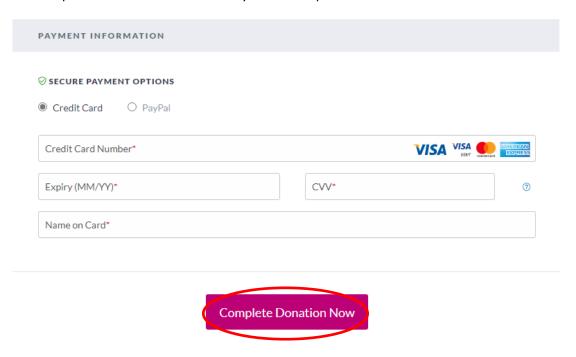
2. They will be redirected to this form to fill in their donation information such as Amount, Message of Support, and if they want to receive recognition. Once filled, click [Continue with my Donation] and scroll to the top of the page to proceed to the second step of the donation.



3. If your supporters already use CanadaHelps, the donation will be made through their existing account. If not, they will have to fill in their information such as Full Name, Address, Email Address, Company/Group, and Donor Type.



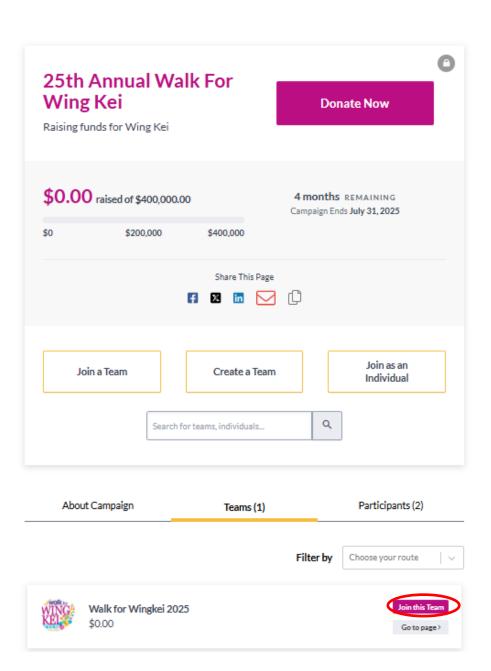
4. Input the payment method and details and click [Complete Donation Now]. They will receive a tax receipt for their donations issued by CanadaHelps.



B. Register & Join an Existing Team

1. <u>Before you have created your personal page</u>, find the Donate page and click the [**Teams**] tab to view all Teams currently participating. To join their team, click [**Join this Team**].

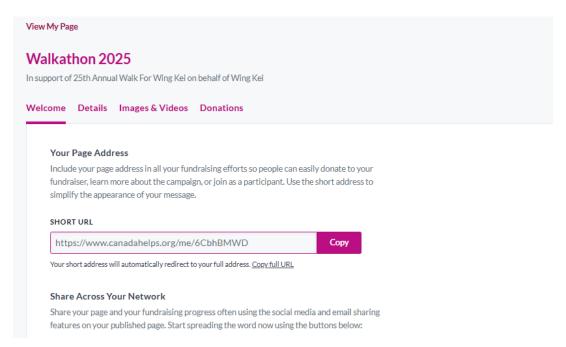




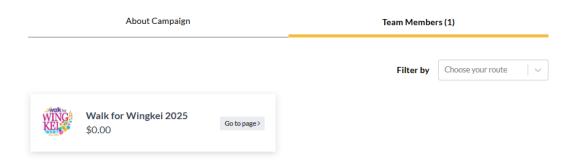
2. You will be redirected to the next page to create your Personal Fundraising page. Fill in your personal information and read through the Waiver before clicking [Continue].

CITY	COUNTRY*		
CITY			
Your city	Select		
PROVINCE/STATE	POSTAL CODE		
	Postal Code		
WAIVER			
I hereby agree/on behalf of	my minor child agree/on behalf of the team 🧴		
member listed herein agree	that: (1) I acknowledge that participation		
in the 25th Annual Walk for	Wing Kei (hereafter referred to as "the		
Walk") exposes me/my mind	or child (hereafter collectively referred to		
as "the Participants") to mar	ny risks, including some resulting from the		
negligence of the Organizer	of the Walk. In consideration of the		
Participants' participation in	n the Walk, I voluntarily assume all such		
risks including personal inju	ry and property damage on behalf of the		
Particinants, and Ldo releas	e. discharge and indemnify the Chinese		
	OOD, AND AGREED WITH THE TERMS		
AND CONDITIONS OF THE	ABOVE WAIVER		
T-SHIRT SIZE			
Select			
Science			
YOUR PERSONAL FUNDRAISIN	IG PAGE NAME*		
Create a page name			
Yes, I'd like to receive email communications from Wing Kei. I			
understand I can with	draw my consent at anytime. For more		
	t us using the following information.		

3. You have now completed your registration! You will then have created your personal page and also joined the team you want.



If you go back to the Team's page, you will see yourself being already added to the team as a member.



Remarks

If you want to join an existing team, but have already joined as an individual in the very beginning follow the steps in Section A and have created your personal page, you can either:

- (a) On your personal page, click [Edit] and go to [Details] tab. Then select [Delete] to delete your personal page first. You can then join an existing team and create your personal page again during the process of joining the team; or
- (b) Contact events@wingkei.org and request the administrator to move you to your desired existing team; or
- (c) Create a new CanadaHelps account using another email address and perform the steps in this Section D.