

A RUN FOR LIFE · 2017 A DONOR ALLIANCE EVENT



Team Packet

HONOR . CELEBRATE . RECOGNIZE

Sunday, July 16, 2017

For runners, walkers, and the entire family to honor the lives of organ and tissue donors, celebrate the lives of organ and tissue recipients, and recognize those still waiting for a lifesaving transplant.

Create your Donor Dash team of 10 or more participants today and receive a free digital copy of your team photo!

The largest community and corporate team will be announced on stage.

Team Registration Information

FORMING YOUR TEAM

- A team must consist of 10 members that can be family, friends, co-workers, or community members (anyone you'd like)
- You need to appoint a Team Captain to form the team online and manage the team details
- Teams of 10 or more participants will receive a *free* digital copy of their team photos after the event

HOW TO CREATE A TEAM ONLINE (Team Captain)

- <u>Step 1</u> Go to: DonorAlliance.org/DonorDash (We recommend using Mozilla Firefox or Chrome instead of Internet Explorer)
- <u>Step 2</u> Click on "Register Now" you will be taken to Race Roster's website
- <u>Step 3</u> Click "Register" in the left hand menu on Race Roster's website. You will need to create a Race Roster account or sign in with Facebook to continue. If an account is already registered with your e-mail address you will be prompted for a passowrd. If you are unable to recall your passowrd, please click "Forgot Password?" and follow the prompts to re-set your password.
- <u>Step 4</u> Fill in your information for Participant #1.
- <u>Step 5</u> Under "Would you like to create or join a team?" click yes and then Create Team
- Step 6 Complete your team's details including team name and type of team
- <u>Step 7</u> Continue through to payment to complete your registration!
- Make sure you hit save before adding another participant. When adding another participant, you will not be able to use the same email address twice either leave it blank, or enter in the participant's email address (not the email address you used to register).
- You will be picking up all team race materials on Wednesday, July 12th at the Galleria Office Towers lobby. It is your responsibility to pick up your entire team's race materials and distribute them to each member.
- <u>IMPORTANT REMINDER</u>: Team registration closes at midnight on Saturday, July 8th NO EXCEPTIONS. After July 8th, participants may register as individuals and participate as part of your team.
- **NOTE:** You can view your team roster when you are logged into Race Roster. You can find the roster in your Participant Dashboard>My Teams.

HOW TO JOIN A TEAM ONLINE (Team Members)

- <u>Step 1</u> Go to: DonorAlliance.org/DonorDash
- <u>Step 2</u> Click on "Register Now" you will be taken to Race Roster's website
- <u>Step 3</u> Click "Register" in the left hand menu on Race Roster's website. You will need to create a Race Roster account or sign in with Facebook to continue.
- <u>Step 4</u> Fill in Participant #1 registration info. At the bottom of the page under "teams" select yes when asked "would you like to join or create a team?"
- <u>Step 5</u>- Click on "Join a Team" and choose your team name from the drop down menu.

Questions? Please call 303.329.4747 or Email: DonorDash@DonorAlliance.org www.DonorAlliance.org/DonorDash

Team Details

MANAGING YOUR TEAM

- Determine a meeting place for your team on race day and communicate that to your team so everyone knows where to meet at the race site.
- Make sure all team members know how and where to pick up their bib and t-shirt. All team captains are responsible for distributing bib and t-shirts to all members of your team.
- You can view and manage your team on Race Roster through your account. From your participant dashboard on your Race Roster account, just scroll down to "View My Registration Information" and you will be able to view your team roster.
- Suggest car-pooling

BUILDING TEAM SPIRIT

- Create your own team name that signifies your spirit and unique qualities
- Design your own team t-shirt to distribute to team members
- Make posters, banners or flags to carry on race day
- Take a team photo on race day
- Plan a post-race party to celebrate your accomplishments
- Promote friendly competitions between different organizations, clubs or communities

TEAM PACKET PICK-UP

Captains Only: Please plan to pick up your team's race materials on Wednesday, July 12 from 7 a.m. - 7 p.m.

Be sure to communicate to your team how you will get those items to them before the race. Individuals on your team will **not** pick up their own packets.

Team Packet Pick-up will be held at: Galleria Office Towers (Lobby) 720 S. Colorado Blvd Denver, CO 80246

DATES TO REMEMBER

- June 26 Donate Life Garden Memorial Sign & Race Course Inspirational Sign orders due
- July 8 All team mail-in registration forms must be received by this date by 12 p.m.
- July 12 Team Packet pickup at Galleria Office Towers in the lobby from 7 a.m. 7 p.m.
- July 16 RACE DAY at Washington Park!

Event Information

ENTRY FEES (Prior to Race Day)

- Youth (17 & Under) \$15
- Adults (ages 18-59) \$35
- Seniors (ages 60+) \$15

RACE DAY ENTRY FEES

- Youth (17 & Under) \$20
- Adults (ages 18-59) \$40
- Seniors (ages 60+) \$20

EACH PAID REGISTRATION INCLUDES

- Donor Dash 2017 T-shirt (both men's and women's size t-shirts)
- Music, food, refreshments and activities in our Post Race Expo Area
- Games and giveaways in Children's Hospital Colorado Kids Area
- Access to Donate Life Garden

AWARDS

• The top three male and female finishers in each division will be sent a commemorative award following the event.

DIRECTIONS / PARKING

- Take the Downing Street Exit from I-25
- Turn north on Downing Street
- Turn right onto Louisiana Avenue (the park is located on your lefthand side)
- After going through the light on Franklin Street, make a right into the South High School parking lot
- Walk north to the intersection of Franklin and Tennessee where you will see the Start/Finish line
- Please carpool or consider taking public transportation!

SCHEDULE OF EVENTS

- 8:00 a.m. 5K Run/Walk (3.1 miles)
- 9:15 a.m. Diaper Dash
- 9:30 a.m. Recognition Ceremony
- 10:00 a.m. Event Wrap-Up (Honoring donor families, recipients & transplant candidates)

Team Captain Master List

Please keep this list for your records and to verify all team information.

| PARTICIPANTS NAME | T-SHIRT SIZE |
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