



# Registration Tips

## Step 1: Choose How You Want to Participate

We encourage all participants to raise \$50 to support our mission to end homelessness. While we hope all climbers will fundraise, if you prefer to pay the registration fee upfront, you may.

You can choose from the following options:

- I'll fundraise my fee
- I'll pay my fee upfront

## Step 2: Select the Way You Want to Climb

After you choose how you would like to participate, you'll have the option of registering as an individual or opting to join or start a team.

### As an Individual

If you would like to attend Climb for a Cause without being a member of a team, please select "As an Individual."

- If you have chosen to pay your registration fee up front and do not wish to fundraise beyond the \$50, or if someone else is fundraising on your behalf, please check "I don't want my own fundraising goal and page."
- If you have chosen to fundraise your registration fee or you would like to fundraise beyond the \$50 registration fee, please enter the amount you would like to fundraise for Climb for a Cause.

### Join a Team

If you know someone who has created a team that you would like to climb with, please select "Join or Start a Team."

- Search for your desired team's name or the captain's name in the search bar.
- Enter the amount you would like to fundraise toward your team's total fundraising goal.
- If someone else is fundraising on your behalf or if you are paying your registration fee up front and do not wish to fundraise beyond the \$50, please check the box "I don't want my own fundraising goal and page."

### Start a Team

If you would like to create a team of your own, please select "Join or Start a Team."

- Select "Start a New Team."
- Type in your team's name and the team fundraising goal. Your team fundraising goal is the total amount you would like your team to raise.
- Select "Save My Team."

All climbers are asked to raise (at least) \$50 each. We encourage you to be courageous with your team goal!

## Step 3: Let's Get Your Details

Once you have entered your fundraising goal or selected not to fundraise, please fill out the information below on the page. You will also be asked to read and sign a waiver.

If you would like to add another participant to your registration, please select "Add another Participant" at the bottom of the page. You will have the option to enter their fundraising goal as well, if applicable.

## Step 4: Make an Optional Gift

If you would like to make an optional gift to further support Project Place, we would really appreciate it! If you are fundraising, it will count towards your goal.

If you are fundraising and decide not to make a gift, hit "Complete Registration" to- you guessed it- complete your registration!

If you are fundraising and making a gift, or paying for your registration up front, please fill out your billing information.

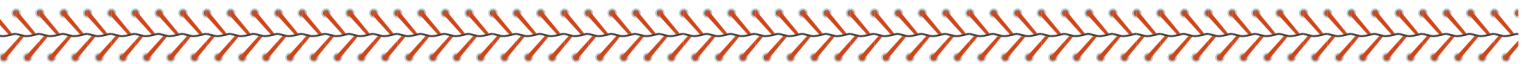
- If you have a promo code, be sure to enter it on the right side of the page under your participant information and click "Apply."
- If you would like to cover the transaction costs associated with processing your registration and/or gift, please indicate so- it may seem like a small thing, but it makes a big difference!

Once you finish filling out this page, select "Complete Registration" and you are all set to climb!

## If You Are Fundraising...

If you have opted to fundraise, either to pay for your fee or beyond paying your fee, after registering, you will get access to your Q-Giv account. From here, you can customize your page, share it with the world, track your donations, and much more.

For help fundraising, check out our Fundraising Guide at [climbfenway.org/outreach-toolkit](http://climbfenway.org/outreach-toolkit).



## Thank you!

Thank you so much for registering for Climb for a Cause!

Your support for our mission to end homelessness in Greater Boston means everything to us. Every dollar raised moves us closer to our goal and helps us create lasting impact.

We can't wait to climb with you as we stand in solidarity with individuals experiencing homelessness.

If you have any questions, or need assistance, contact MacKenzie Nekton at [mnekton@projectplace.org](mailto:mnekton@projectplace.org)