



Every Step Helps Build Our Community  
Scotiabank Charity Challenge

# SCOTIABANK CHARITY CHALLENGE OF THE BANQUE SCOTIA 21K DE MONTRÉAL

PARTICIPANT REGISTRATION TO THE  
RACE AND FUNDRAISING



You're richer than you think.®

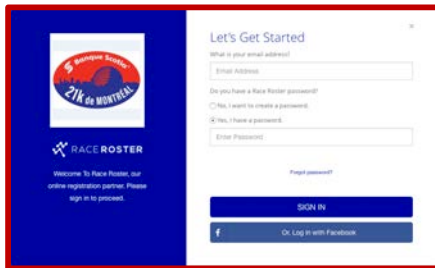




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## Registering to the race and fundraising

- A. [Click here](#) to access the registration form.
- B. Click on **REGISTER**
- C. If you have previously participated in an event on Race Roster (eg SCC in 2016), you must provide your email and password. If not, you must create an account.



Note : This account allows you to keep a history of the events you have registered to from this platform. Once registered, you will be able to refer to it to print a copy of your registration confirmation (including the transaction information).

### D. Register

Event Details > Register > Waiver > Scotiabank Employee Verification > Scotiabank Charity Challenge > Checkout

- a) Choose the distance and fill all required fields (\*)
- b) If the charity gave you a PIN code starting with 17\*\*\*, **DO NOT** enter it under **Enter Promo Code**. You must enter it later in the **Scotiabank Charity Challenge** section.

Enter Promo Code

**Do not enter your 17\*\*\* PIN code here**

- c) As part of the SCC, it is recommended that **ONLY ONE** participant be entered per form since the system will create a fundraising page for the first participant only. So, do not click on **ADD ANOTHER PARTICIPANT**
- d) Click on **CONTINUE TO WAIVER**

### E. Waiver

Event Details > Register > Waiver > Scotiabank Employee Verification > Scotiabank Charity Challenge > Checkout

- a) Read and accept the waiver and click on **Continue**

### F. Scotiabank Employee Verification

Event Details > Register > Waiver > Scotiabank Employee Verification > Scotiabank Charity Challenge > Checkout

- a) This section applies only to Scotiabank employees. So, if you are not a Scotiabank employee, click **No**





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## G. Scotiabank Charity Challenge

Détails de l'événement > Inscription > Renonciation > Banque Scotia - Vérification du statut d'employé > Défi Caritatif Banque Scotia > Caisse

Scotiabank Charity Challenge

Do you want to participate in the Scotiabank Charity Challenge as a fundraiser or make a donation?

Choose a Charity

Please select the charity you would like to support:

Charity Pin Code (if applicable)

Your Charity Pin Code

If you want more information on the PIN code or if your code doesn't work, please contact the selected charity before completing this form. This code gives you access to discount rates, but it is not mandatory.

I would like to create a fundraising account or make a donation

Create Scotiabank Charity Challenge Fundraising Account (v)

Create Scotiabank Charity Challenge Fundraising Account (via FrontStream)

Preferred FrontStream Username

FrontStream Password

Fundraising Goal (optional)

Donate (optional)

Please enter the donation amount

This donation will be processed separately by FrontStream.

Click on **YES** to participate in the Scotiabank Charity Challenge

Choose the charity for which you want to fundraise

Enter the PIN code provided by the charity (17\*\*\*)

Select **Create SCC account** (your personal fundraising page will be created automatically)

Choose a username to sign in to your fundraising page. Check if it is available. **Write it down!** Unfortunately, you cannot use the same as last year. It is **not** possible to change it afterwards.

Choose a password to log in to your fundraising page. **Write it down!**

This is not final, you can modify it later

Encourage your donors by making a donation on your own fundraising page. This amount will be processed independently on your credit card





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## H. Checkout

[Event Details](#) > [Register](#) > [Waiver](#) > [Scotiabank Employee Verification](#) > [Scotiabank Charity Challenge](#) > **Checkout**

a) Check the invoice information and the amount payable. Enter your banking details. If you have used the PIN code provided by the charity, here is the final amount you will have to pay\*:

- 21k : \$60
- 10k : \$45
- 5k : \$35
- 5k with stroller : \$45
- Kids Race : \$20

\*plus tax (5%) and transaction fees

Order Details	
Banque Scotia 21K de Montreal 2017 Parc Jean-Drapeau, Montréal, QC, Canada	
Participant #1	
Name	Test Test
Event	5K
REGISTRATION & ADD-ONS	
Registration Fee	\$35.00
+ Souvenir Shirt - g-homme	\$0.00
Registration & Add-On Sub-total	\$35.00
PARTICIPANT TOTAL	\$35.00
Order Summary	
Registration Total	\$35.00
CSF	\$1.75
Processing Fee	\$3.82
Total Due (CAD)	\$40.57

Note : **No refund will be authorized.** If the amount shown is higher than the rates above, an error has occurred in your form. Please try again or contact your charity before proceeding.

b) If everything checks out, click on **SUBMIT ORDER** (irreversible action).

## I. Confirmation page



Thank You!

Confirmation Number: [REDACTED]

Print Your Receipts

Add to Apple Wallet

You have successfully registered for Banque Scotia 21K de Montreal 2017. Details regarding your registration, and updates on the event will be sent to your email address on file (alivier@senik.ca). If you have any questions concerning the event, please contact Circuit du Canada / Canada Running Series at 855-969-5515 or support@raceroster.com

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Share this with your friends!

Thanks for registering! This is a great chance to compete or get together with friends. Send out the link below to spread the word and get others involved.

I just registered for Banque Scotia 21K de Montreal 2017 using Race Roster. Join me in this event by registering here - <https://raceroster.com/events/2017/9888/banque-scotia-21k-de-montreal-2017/all-BX52C>

Share on Facebook
Tweet This

Share via Email
Share on Google+

Scotiabank Charity Challenge

Please click the charity button below to sign in to your personal online fundraising account, customize your page and start fundraising.

[REDACTED]

This page confirms that you are registered for the race. You will also receive a confirmation e-mail

This box indicates that you are registered for the fundraising. If the box is missing, your personal fundraising page has not been created. Contact your charity to find out what to do

Click here to go directly to your personal fundraising page





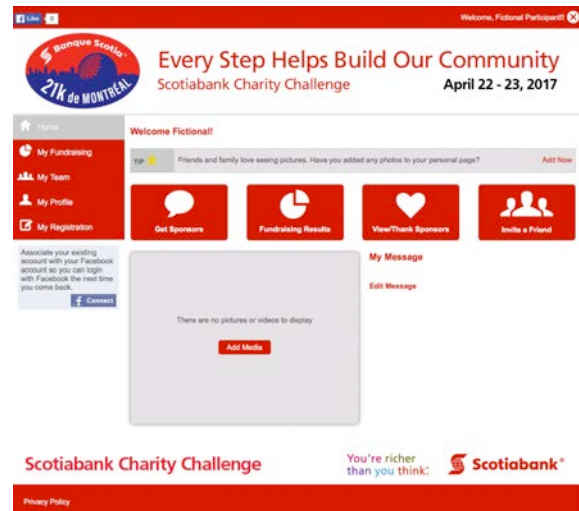
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## Personalize your fundraising page

You are now in your fundraising account (on the Artez system). It is here that you will be able to personalize the public content and configure your page.


From this account, you will be able to :

- Change your fundraising goal
- Add images/photos and captions
- Change your account display language
- Link this account to your Facebook account and share via social networks
- Download the Scotiabank Charity Challenge app on Google Play and Apple Store.
- Share the internet link of your fundraising page with your network
- Create a new fundraising team by becoming a team captain or join an existing team
- Write a thank you email to your supporters or a solicitation email to your future donors
- Manage cheque and cash donations received with the option of making an on-line payment with your own credit card.




## How to Access Your Fundraising Page

### Option 1

- A. Access the Scotiabank Charity Challenge website
- B. Under the organization of your choice, click on **Fundraising**
- C. Click on 
- D. Enter the username and password you chose when you registered (step G above)

### Option 2

- A. Find the Confirmation Email for the Scotiabank Charity Challenge
- B. Click on the first link
- C. Click on 
- D. Entrer the username and password you chose when you registered (step G above)



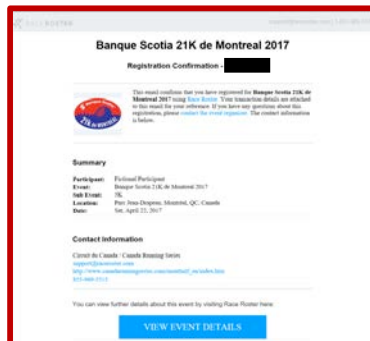


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## Confirmation Emails

Here are the emails you should receive once you have completed your registration.

### Race Roster confirmation email (for your registration to the race)



### Scotiabank Charity Challenge confirmation email (for your Artez fundraising page)



## Questions, comments, or technical issues?

If you have any comments, questions or technical issues, we invite you to contact your charity directly. You can find the contact information for your charity by clicking on its logo on the [Scotiabank Charity Challenge](#) website.

Good workout and good fundraising!

