



Attacking from every angle.™

American Cancer Society **Pedal to End Cancer**

Online Registration Instructions

1. Visit www.PedaltoEndCancerRI.org
2. Click "**Sign Up**"
3. Create a username and password (or sign in using an existing Society Account)
4. You will then be prompted to start a team or join a team
5. **One team on the website reserves one bike at the event**
 - o If you want to **ride for the entire 3 hours**, you will select "New Bike Registration: Individual or New Team Registration" and create your own team
 - o If you want to **share the ride** and split the 3 hours with friends or family, you will share a team
 - **If you are the first person** on your team to register, you will select "New Bike Registration: Individual or New Team Registration" and create your team. Share the team name with your team members so that they can join you!
 - **If your team has already been created** by a team member, you will select "Join a Team & Share the Bike" and follow the prompts to search for your team name.
6. Make sure to properly choose the gym location you are participating at from the drop-down menu, and continue to the next page.
7. Under the "Kick Off Your Fundraising" page you will be promoted to confirm your participating type and set your fundraising goal. You will have the option to make an additional donation as well.
8. Complete the registration questions as requested
9. Complete the credit card information to process your \$25 required fee (and additional donation if you choose)
10. **If you are part of a team and will be sharing a bike, please note that each team is responsible for allocating their own members' time slots!**

If you have any questions, please do not hesitate to reach out to your American Cancer Society staff partner, Julia Moore, at julia.moore@cancer.org. I am more than happy to walk you through the registration process, or answer any questions you may have. If you are having technical difficulties with your Society Account, you can also contact our website support team toll-free by calling **1-877-957-7848**.