



Celebrate. Remember. Fight Back.®

**Here are the steps to register your
Relay For Life Team online:**

"First set up your individual fundraising page":

1. Click on "Sign Up Now"
2. Enter your details and select "Submit Fundraiser"
3. Enter your individual fundraising goal, add a message about why you've selected to join Relay For Life and add a photo if you like
4. Have a photo of yourself ready to upload
5. Select "Submit Event Sign Up"

"Now you can create your team profile page and invite your teammates":

1. Click "Sign A Team Up"
2. Enter your email and password to login
3. Click "Create a New Team"
4. Input your "Team Name" (i.e., My Company Name) and a description (i.e., My company is participating in support of cancer prevention and detection in Bermuda)
5. Enter emails of your team members and select "Add to pending list"
6. Click "Send these invites"
7. Add a message for your team members to receive with the invite and click "Send emails"
8. Recipients must respond by clicking on the link they received via email in order to join the team - the email subject is "Bermuda Cancer and Health Centre Team Invitation" - you will be prompted to login and your team members will be prompted to login or create an account. ***AT LEAST 1 PERSON MUST JOIN THE TEAM** (by clicking on the link in the email) before the team can sign up to join Relay For Life of Bermuda.
9. From your "Edit Team Page" you can track the status of the invitations you sent to people to join your team.
10. ***Sign Up Your Team for Relay For Life**
11. Add team fundraising information (team fundraising goal and message) and optional photo
12. Click "Submit Team Event Sign Up"

Registration team fees (\$10 per member) can be submitted by:

- cash to Bermuda Cancer and Health Centre at 46 Point Finger Road, Paget
- cheque to Bermuda Cancer and Health Centre at 46 Point Finger Road, Paget
- debit/credit by calling 236-1001 and asking for the Accounts Department
- online transfer HSBC – SA#006-048482-011
- online transfer BNTB – SA#20006060372314-200

Bermuda Cancer and Health Centre is a registered Charity #070, and an International Charitable Fund 501c (3) designated organization.