Guide to Fundraising

Step 1:
Visit icadvinc.org/5k

Click “Register”
Step 2: Select your registration level
This year, race registration and fundraising are being managed in one secure online platform, so you will be able to do everything in one place.

Select a Registration Level

<table>
<thead>
<tr>
<th>Registration Level</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adult Early Registration</td>
<td>$16.00</td>
</tr>
<tr>
<td>Youth Early Registration (7 &amp; Under)</td>
<td>$12.00</td>
</tr>
<tr>
<td>Virtual Walker/Runner/Runner</td>
<td>$20.00</td>
</tr>
<tr>
<td>Volunteer</td>
<td>F222</td>
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<tr>
<td>Fundraising Page ONLY</td>
<td>F222</td>
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</tbody>
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Select the “Fundraising Page ONLY” option if you will not be attending the event (or participating virtually).

Step 3: Register as yourself or register a friend (You will be able to register additional people later).

Step 4: Make sure to select “Yes” & fill out all information prompted by the secure form, then select “Next”.
Step 5: Select “Continue with Facebook” to have your name, email and profile photo auto-populated based on your Facebook profile, or select “Create an Account” to enter your info manually.

Step 6: If you did not continue with Facebook, set your password (be sure to write it down), fundraising page title and goal. You can edit this later.

You can also create or join a Team if you did not do so on the previous registration page.

When you are finished, select “Next”.

You will have another opportunity to review your information. You can add additional registrations here (repeating Step 1-6). When you are finished, select “Go to Checkout”.
Step 7: Checkout

Review your information. If you would like, you can add an optional personal donation by selecting this checkbox.

If you add a donation, or owe any registration fees, you will enter your credit card info here. When you are ready, click “Submit”. You will receive a confirmation email with instructions on how to access your page online, and how to download and use the mobile app.

How To Manage Your Page:

Log into your page from the confirmation page, or from the RA FDV Landing Page (icadvinc.org/5k) using Facebook or your pre-set password.

Event Location

City Market East Plaza
200 E Market St.
Indianapolis, IN 46224
Offline donations: use the form linked in the Donations tab to track any cash/check donations you receive.

Once you log in, you will be able to edit all of your information, post an update, share your page, and see who has donated so far by navigating through these tabs.

Fundraising Tips

- **Make it personal.** Be sure to update your fundraising page to tell everyone why ICADV’s mission is important to you.

- **Spread the word.** Use the Facebook, Twitter and Email share features to tell your family and friends what you’re doing and why it matters, and ask for their support.

- **Team work makes the dream work.** Invite your favorite people to help you raise money for this great cause, and create a team! The top three teams with the most people and the top three teams that raise the most money will win prizes.