

# How to Register for the 2019 Surf Coast Trek



## REGISTRATION FEES

You can choose to register for 2019 Surf Coast Trek as either an Individual, Team of 2 or Team of 4. The entrance fees and fundraising requirements are outlined below.

**Please note:** Registration fees for Individuals, Teams of 2 and Teams of 4 are non-refundable and non-tax-deductible. Fundraising donations above \$2 are fully tax deductible, automated tax receipts will be sent to the email address provided during registration.

Individual	Team of 2	Team of 4
\$60 registration fee	\$120 registration fee	\$240 registration fee
PLUS minimum of \$250 fundraising	PLUS minimum of \$500 fundraising.	PLUS minimum of \$1000 fundraising.
	Team Captain must pay registration fee for both participants.	Team Captain must pay registration fee for the whole team.

## TREK PACK POSTAGE/COLLECTION

During registration participants will be asked whether they wish to have their Trek Pack 'Mailed' to their provided postal address or if they would prefer to 'Collect' from 18 Myers Street Geelong. Below outlines the costs involved.

\*Team Captain refers to the person who is paying for the registration.

Individual	Team of 2	Team of 4
'Mailed' for a cost of \$10 OR 'Collect' from 18 Myers Street Geelong.	'Mailed' for a cost of \$25 (Both packs will be sent together to the Team Captains provided address, sorry we do not split Team Trek Packs)  OR 'Collected' from 18 Myers Street Geelong.	'Mailed' for a cost of \$25 (All four packs will be sent together to the Team Captains provided address, sorry we do not split Team Trek Packs) OR 'Collected' from 18 Myers Street Geelong.

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## WHAT YOU NEED: Registration

The information provided below is designed to help make your registration process quick and easy by making sure you have all required information before beginning.

Individual	Team of 2	Team of 4
<p>Basic personal details</p> <ul style="list-style-type: none"> <li>- First and Last name</li> <li>- Preferred email address</li> <li>- T-shirt size (Both Female &amp; Male sizing)</li> <li>- Age group</li> <li>- Gender</li> <li>- Emergency contact details</li> <li>- Home address</li> <li>- Medical details</li> <li>- Bus registration</li> <li>- Credit card for registration payment (MasterCard or VISA)</li> <li>- Trek pack collection (Select to 'Collect' from 18 Myers Street, Geelong from March 2019 or 'Mail Out' to address provided at \$10 per pack)</li> </ul>	<p>The Team Captain will be required to register in the same way an Individual would but will also be asked to provide basic personal details of their other Team Member. After registration the Team Member will receive a link via the email address provided to finalise their registration.</p> <ul style="list-style-type: none"> <li>- First and Last name of other Team Member</li> <li>- Email address of team member (we are unable to accept the same email address for the whole team, individual addresses must be provided.)</li> <li>- Credit card for registration (MasterCard or VISA)</li> <li>- Trek pack collection (Select to 'Collect' from 18 Myers Street, Geelong from March 2019 or choose to have your whole team's trek packs posted to the team captains address for \$25)</li> </ul> <p>Team registrations are not finalised until all team members have submitted their personal details and signed the waiver via the link emailed to them after the captain has registered. It is the team captain's responsibility to make sure their team is finalised.</p>	<p>The Team Captain will be required to register the same way as an Individual would but will also be asked to provide basic personal details of all team members, team members then receive a link via email to finalise their registration.</p> <ul style="list-style-type: none"> <li>- First and Last name of <b>all</b> team members</li> <li>- Preferred email address of <b>all</b> team members (we are unable to accept the same email address for the whole team, individual addresses must be provided.)</li> <li>- Credit card for registration (MasterCard or VISA)</li> <li>- Trek pack collection (Select to 'Collect' from 18 Myers Street, Geelong from March 2018 or choose to have your whole team's trek packs posted to the team captains address for \$25)</li> </ul> <p>Team registrations are not finalised until all team members have submitted their personal details and signed the waiver via the link emailed to them after the captain has registered. It is the team captain's responsibility to make sure their team is finalised.</p>

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## WHAT YOU NEED: Fundraising Page Set Up

The fundraising page set up is a compulsory step in the Surf Coast Trek registration process. You will be prompted to set up your page prior to paying for your registration.

Individual	Team of 2	Team of 4
<p>As an individual you will be prompted to set up your Fundraising Page after filling in your personal details.</p> <ul style="list-style-type: none"> <li>- First and Last name</li> <li>- A title for your fundraising page</li> </ul> <p>For example: John Smith's SCT Fundraising Page, John's Trek, Get Set Trek etc. Get creative, make it something catchy!</p> <ul style="list-style-type: none"> <li>- A photo of yourself (photo size must be less than 1MB) - don't worry you can change this photo later if you want to take a better photo, a link will be emailed to you to make edits to your page.</li> <li>- Your fundraising target amount (\$250 minimum) – your page will automatically be set at the minimum amount required, however why not set the bar higher and take on the challenge!</li> <li>- A personalised message about why you are participating.</li> <li>- Your thank you message to those who have donated to your page.</li> </ul>	<p>The Team Captain will set up the Fundraising Page for your Team of 2 after filling in their personal details.</p> <ul style="list-style-type: none"> <li>- Team name /title of fundraising page</li> </ul> <p>Most teams use their team name as their fundraising page title, but feel free to have both! Get creative with your team names!</p> <ul style="list-style-type: none"> <li>- A team photo (photo size must be less than 1MB) - don't worry you can edit this later if you want to take a better photo, a link will be emailed to you to make edits to your page.</li> <li>- Your fundraising target amount (\$500 minimum) – your page will automatically be set at the minimum amount required, however why not set the bar higher and take on the challenge!</li> <li>- A personalised message about why the team is participating</li> <li>- Your team's thank you message to those who have donated to your page</li> </ul> <p>Team members will receive an email via the address that the Team Captain provided in the initial registration.</p>	<p>The Team Captain will set up the Fundraising Page for your Team of 4 after filling in their personal details.</p> <ul style="list-style-type: none"> <li>- Team name /title of fundraising page</li> </ul> <p>Most teams use their team name as their fundraising page title, but feel free to have both! Get creative with your team names!</p> <ul style="list-style-type: none"> <li>- A team photo (photo size must be less than 1MB) - don't worry you can edit this later if you want to take a better photo, a link will be emailed to you to make edits to your page.</li> <li>- Your fundraising target amount (\$1,000 minimum) – your page will automatically be set at the minimum amount required, however why not set the bar higher and take on the challenge!</li> <li>- A personalised message about why the team is participating</li> <li>- Your team's thank you message to those who have donated to your page</li> </ul> <p>Team members will receive an email via the address that the Team Captain provided in the initial registration.</p>

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## WHAT YOU NEED: Team Member Registration (Teams Only)

The information provided below is vital for all Team Registrations not Individuals. To finalise your Team Registration, **all** Team Members must do the following via the link sent to the email address provided by the Team Captain. (This is why it is so important to have individual email addresses for all participants).

1. Submit their personal details
  - First and Last name  
(You must use the same name that your Team Captain registered you with- for example if your Team Captain registered you as Michael you must register as Michael not Mike)
  - Confirm your preferred email address
  - T-shirt size (Both female & male sizing)
  - Age group
  - Gender
  - Emergency contact details
  - Home address
  - Medical details
  - Bus registration
2. Sign their Participant Waiver
3. Accept the 2019 Surf Coast Trek Terms and Conditions
4. Accept Surf Coast Trek Privacy Policy

Submit the form and you have successfully registered for the 2019 Surf Coast Trek once all Team Members have completed this step.

## THE NEXT STEP

Once you have registered for the Surf Coast Trek via [surfcoasttrek.com.au](http://surfcoasttrek.com.au) it's time to start fundraising!

- Make a donation to your own page to kick start your fundraising – all donations over \$2 are tax deductible!
- Share your page on Facebook or other social media platforms
- Email your fundraising page link to friends, family and colleagues. Statistics suggest that this is the easiest and most effective way to encourage people to donate to your cause!

Note for Team Captains- Remember your team registration is not finalised until all team members have submitted their personal details and signed the waiver via the link emailed to them. Your team members are also responsible for adding themselves to your fundraising page!

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## NEED MORE INFORMATION?

For further information on Surf Coast Trek please visit our [FAQ's on our website](#).

For more fundraising tips & ideas click [here](#).

View the Surf Coast Trek [Term's & Conditions here](#).

Can't find the answer to your question?

Send us an email at [info@surfcoasttrek.com.au](mailto:info@surfcoasttrek.com.au) or phone us on 5229 4364.