



# Registration Step-by-Step

At The Great Riverwood Hike, every step protects nature, and the first step is registering for the hike!

This guide will provide an overview of registering for the event using the hike's peer-to-peer (P2P) fundraising platform provided by CanadaHelps.

If you need any assistance with your registration, please contact us and we'd be happy to help!

[info@theriverwoodconservancy.org](mailto:info@theriverwoodconservancy.org)  
905-279-5878

## Step 1

Head to [theriverwoodconservancy.org/hike](https://theriverwoodconservancy.org/hike) and click on the **REGISTER FOR THE GREAT RIVERWOOD HIKE!** button. You'll be directed to our CanadaHelps registration page.

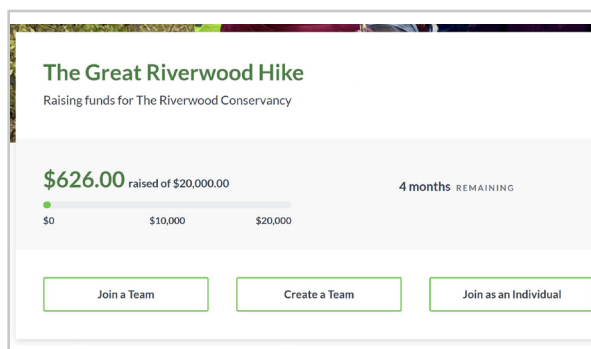
## Step 2

Select how you would like to register for the hike.

Click on **Join a Team** if you know of a team that already exists that you'd like to join. You'll be shown a list of teams. Click on the team you'd like to join.

Click on **Create a Team** if you would like to create a team and be the team captain.

Click on **Join as an Individual** if you'd like to join the hike as a solo participant/fundraiser.



## Step 3

Enter your email address. If you have participated in The Great Riverwood Hike before, or if you already have a CanadaHelps account, you'll be asked to enter your password to sign in to your account.

If you don't have a CanadaHelps account, you'll be asked to create a password to create an account.

**You will need to create a CanadaHelps account to fundraise for the hike.**

### Join The Great Riverwood Hike

You will need to buy a registration ticket to join this fundraiser. Complete this form, purchase your ticket, and start creating your fundraising page!

---

EMAIL\*

CONFIRM EMAIL\*

 **CREATE AN ACCOUNT\***

We use CanadaHelps as our campaign platform. Create a CanadaHelps password to join this campaign.

Create Account

## Step 4

After signing in to your CanadaHelps account or creating one, select the type of fundraising page you want to create.

Select **Personal** as the account type, unless you're joining the hike as a corporation, in which case you can select **Corporate/Group** as the account type and enter your company's name.

There are no activation codes needed to join the hike, so you can leave that field blank.

ACTIVATION CODE (OPTIONAL)

ACCOUNT TYPE

COMPANY NAME

## Step 5

Complete the rest of the contact information, accept the terms of participation, and let us know how you heard about The Great Riverwood Hike (please select all that apply).

**TERMS OF PARTICIPATION**

I hereby waive any right to approve the use of these Works now or in the future, whether the use is known to me or unknown, and I waive any right to any royalties related to the use of the Works.

I understand that the Works may appear in electronic form on the internet or in other publications outside TRC's control. I will not hold TRC responsible for any harm that may arise from such unauthorized reproduction.

☒ I ACKNOWLEDGE THAT I HAVE READ, UNDERSTOOD, AND ACCEPT ALL OF THE TERMS OF THIS AGREEMENT AND THAT I AM VOLUNTARILY WAIVING THE RIGHT TO SUE TRC AND THE OTHER RELEASED PERSONS.\*

HOW DID YOU HEAR ABOUT THE GREAT RIVERWOOD HIKE?\*

☒ Social Media ☒ The Riverwood Conservancy Email

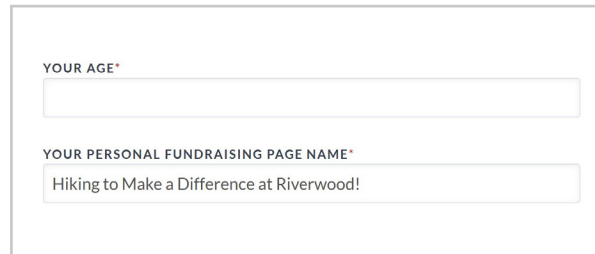
☒ The Riverwood Conservancy Website ☐ Poster

☐ Web Search ☐ Other

## Step 6

Enter your age range and the name of your personal fundraising page (you'll be able to change the name of your personal fundraising page if you come up with a catchier name later!).

If you selected Create a Team at the start of the registration process, you'll also be asked to enter the name of your team at this point.



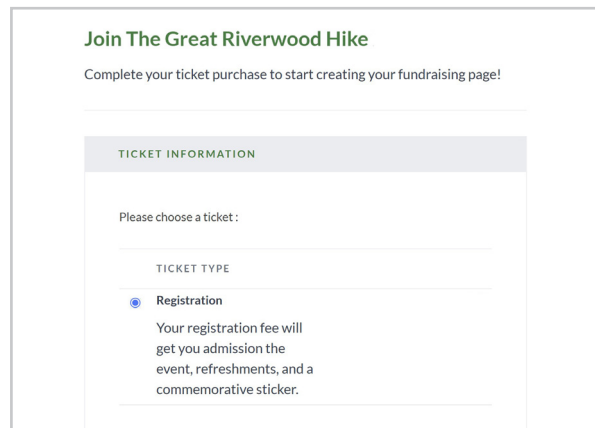
YOUR AGE\*

YOUR PERSONAL FUNDRAISING PAGE NAME\*

Hiking to Make a Difference at Riverwood!

## Step 7

Select the Registration ticket and purchase your ticket to complete your registration and create your fundraising page. Please note that the registration ticket does not count towards your fundraising goal and is not eligible for a charitable tax receipt.



**Join The Great Riverwood Hike**

Complete your ticket purchase to start creating your fundraising page!

**TICKET INFORMATION**

Please choose a ticket:

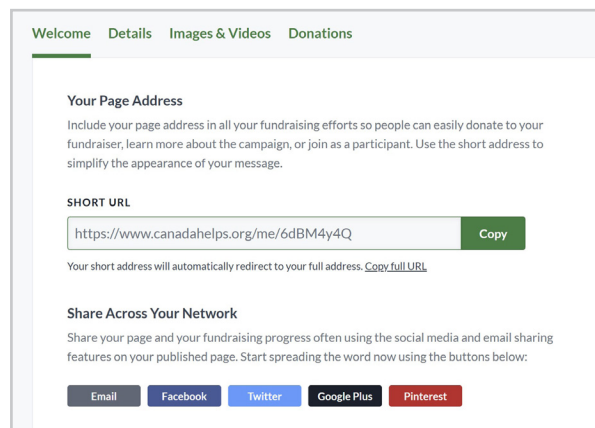
TICKET TYPE

☒ **Registration**

Your registration fee will get you admission the event, refreshments, and a commemorative sticker.

## You're good to go!

You're now registered for the hike and your fundraising page is live! You'll see a unique URL for your fundraising page – that's the URL you can share with your friends, family, and colleagues when you ask for donations to your hike.



Welcome Details Images & Videos Donations

**Your Page Address**

Include your page address in all your fundraising efforts so people can easily donate to your fundraiser, learn more about the campaign, or join as a participant. Use the short address to simplify the appearance of your message.

**SHORT URL**

<https://www.canadahelps.org/me/6dBM4y4Q> [Copy](#)

Your short address will automatically redirect to your full address. [Copy full URL](#)

**Share Across Your Network**

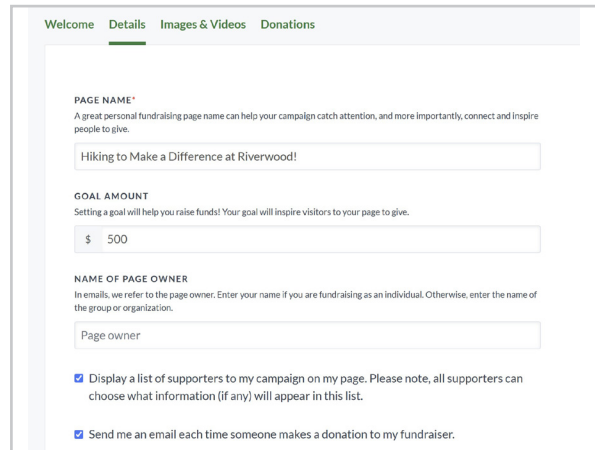
Share your page and your fundraising progress often using the social media and email sharing features on your published page. Start spreading the word now using the buttons below:

[Email](#) [Facebook](#) [Twitter](#) [Google Plus](#) [Pinterest](#)

# Personalize your page

Now's the time to add personal touches – like your photo and a few words that describe your connection to Riverwood – to your page. Adding personal touches to your page can show your dedication to the cause and help encourage donations.

In the **Details** tab, you can update your page name and set your fundraising goal. If you're fundraising as an individual (and not a corporation), enter your name in the page owner field.

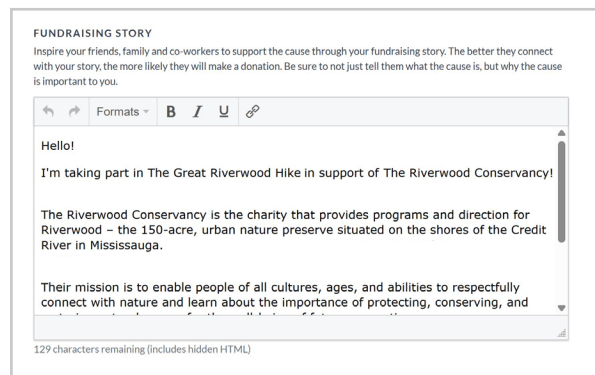


The 'Details' tab shows fields for 'PAGE NAME\*' (with a hint about catching attention), 'GOAL AMOUNT' (set to \$500), and 'NAME OF PAGE OWNER'. There are also checkboxes for displaying supporters and receiving donation emails.

Also in the **Details** tab, you'll find a fundraising story that highlights the work that The Riverwood Conservancy does, and the importance of fundraising through The Great Riverwood Hike.

Here's where you can edit the text to include details about your connection to Riverwood and why protecting nature in our park matters so much to you.

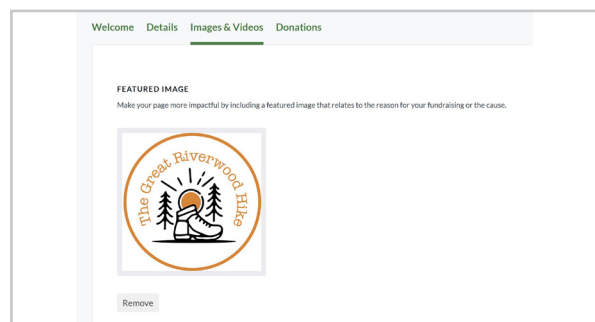
The more unique your fundraising story, the better!



The 'FUNDRAISING STORY' section includes a rich text editor with a toolbar (bold, italic, underline, link) and a character count at the bottom showing 129 characters remaining.

In the **Images & Videos** tab, you'll see that The Great Riverwood Hike logo is set as your fundraising page's featured image. It's nice and all, but a photo of you, or a photo you've taken at Riverwood, would connect much better with your friends, family, and colleagues!

Click on Remove below the logo and you'll then have a chance to upload an image that better shows off your unique connection to Riverwood.



The 'Images & Videos' tab displays the 'FEATURED IMAGE' section, which currently shows the Great Riverwood Hike logo. A 'Remove' button is located below the image.

Your fundraising page should now be set for you to share with your network so that they can donate to your hike! For some tips on fundraising, head over to [theriverwoodconservancy.org/hike](https://theriverwoodconservancy.org/hike) and scroll down to the Fundraising Tips section to read our guides. Thank you for being a part of The Great Riverwood Hike!