



Corporate Challenge Online Registration Instructions

Team Name:

Online Team Registration Code:

Coupon Code (optional):

Registration procedures are simple and are as follows:

1. Log in to our website, www.bellinrun.com, and click on “Register Now Online”. This will take you to the Bellin Run page at Active.com.
2. Click on green “Register Now” box. Then select from one of the first five categories – 10K Run, 10K Walk, etc – **Team Member**.
3. Continue with the waiver information (agree to waiver by typing your name in the “signature box”, along with birthdate). After clicking on “Agree & Continue”, select your Team from the drop-down box, and input your team code (see above – Online Team Registration Code).
4. Input the remainder of your individual registration information.
5. You will have an option to upgrade your race t-shirt to a technical shirt for an additional \$10 fee. This will automatically be added to the payment section if you choose this option.
6. If you select “Friend/Family Member,” be sure to list the name of the employee who will be responsible for delivery of your t-shirt and training materials in the next input box after this selection. Please note, this input box can also be used to specify a department, location, etc. for any entry.
7. Once you continue from this page, you will have an opportunity to view a “Cart Summary”. Please verify you are registered under the correct team.
8. On the payment page, there is a box marked “Coupon Code.” If your company is paying for any or all of your registration fees, your captain will have noted a coupon code above. Otherwise, that box remains empty.
9. Multiple registrations can be made in each cart, (click “Register Someone Else”) but **only** if all registrants are using the **same payment method** (either coupon code or by credit/debit card). If, for example, your company is paying part or all of employee registration fees, but not family members, you will have to register separately (not in the same cart).