

## Run Club Sign Up Instructions Family Membership

Step 1: Go to registration page using the following address -

<https://runsignup.com/Club/AK/Anchorage/AnchorageRunningClub2>

then selecting the membership (Family Membership). ***You will have to register as a new user. During the registration process you won't select Renew, because this is the first year running club is using this platform.***

This step you will select Family Membership (Up to 7).

The screenshot shows a registration page with a dark sidebar on the left containing the following menu items: Club Info, Sign Up, Renew, and Nearby Races. The main content area is titled "Description" and contains the following text: "Sign up for your membership in the Anchorage Running Club for 2020! As this is a new platform for the club, all members will be signing up fresh even if you are a renewing member."

Below the description is a section titled "Membership Levels" which lists three options:

- Individual Membership**  
Membership is valid through December 31st, 2020.  
Maximum Number of Members Included in Membership: 1  
Maximum Age: 120
- Individual Active Military Member**  
Membership is valid through December 31st, 2020.  
Maximum Number of Members Included in Membership: 1  
Maximum Age: 120
- Family Membership (Up to 7)**  
Membership is valid through December 31st, 2020.  
Maximum Number of Members Included in Membership: 7  
Maximum Age: 120

Each membership level includes a "Membership Options" section with the text: "Membership From January 1, 2020 to December 31, 2020: \$25.00 + \$2.50 Processing Fee" (for Individual and Active Military) or "\$35.00 + \$3.00 Processing Fee" (for Family). Each option has "SignUp" and "Renew" buttons. The "Family Membership" section is highlighted with a thick black border, and its "SignUp" button is circled in black.

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### Step 2:

You will select “Myself 18+” and fill in your basic information. Then you will select “Add Another Member” and fill in that basic information. When adding second member, make sure to select “Other Adult”. Then you will select your “Membership Level”. Then you will agree to the Waiver and select Continue. **Make sure to write down the email address and password you use for this. You will use this to register for future ARC events and get the member discount.**

\*If any issues occur the information field will be highlighted with a red box.

The screenshot shows a registration form with the following sections and fields:

- Who are you registering? \***: Three radio button options: "Myself 18+" (selected and highlighted with a red border), "Other Adult 18+", and "Minor Under 18".
- Basic Info**:
  - First Name \*: Text input with "John".
  - Last Name \*: Text input with "Doe".
  - E-mail \*: Text input with "doejohn@gmail.com".
- Password**:
  - Password \*: Text input with "\*\*\*\*\*".
  - Confirm Password \*: Text input with "\*\*\*\*\*".
- Address**:
  - Address \*: Text input with "800 H Street".
  - City \*: Text input with "Anchorage".
  - Country \*: Dropdown menu with "United States".
  - State \*: Dropdown menu with "AK - Alaska".
  - Zip Code \*: Text input with "99501".
- Additional Information**:
  - Date of Birth \*: Text input with "01/01/1990".
  - Phone \*: Text input with "9990009999".
  - Gender \*: Radio buttons for "Male" (selected) and "Female".
- Buttons: "Use Existing User" and "Remove Registrant".

# Run Club Sign Up Instructions Family Membership

## Address

**Address \***  **City \***

**Country \***  **State \***

**Zip Code \***

## Additional Information

**Date of Birth \***  **Phone \***

Format: ###-###-####

**Gender \***  
 Male  Female



## Choose Your Membership Level \*

### Family Membership (Up to 7)

Limit 7 members.

Membership From 01/01/2020 to 12/31/2020 (\$35.00 Membership Fee + \$3.00 Processing Fee)

## Waiver

I agree that I am a member of this club, and I know that running in and volunteering for organized group runs, social events, and races with this club are potentially hazardous activities, which could cause injury or death. I will not participate in any club organized events, group training runs or social events, unless I am medically able and properly trained, and by my signature, I certify that I am medically able to perform all

Open waiver in new window

By checking this box, I agree to the waiver and that I am 18 or older, or that I have the authority to register these members and agree to the waiver for them, and agree to the Privacy Policy.

# Run Club Sign Up Instructions Family Membership

## Member #2

Who are you registering? \*



## Basic Info

If you have registered this person for another race using this account, click "Use Existing User" below instead of filling out the user information.

First Name \*

Jane

You can include your middle name or initial if desired.

Last Name \*

Doe

E-mail \*

doejane@gmail.com

## Address

Address \*

800 H Street

City \*

Anchorage

Country \*

United States

State \*

AK - Alaska

Zip Code \*

99501

## Additional Information

Date of Birth \*

01/01/1991

Phone \*

9989090987

Format: ###-###-####

Gender \*

Male  Female

Add Another Member

## Choose Your Membership Level \*

Family Membership (Up to 7)

Limit 7 members.

Membership From 01/01/2020 to 12/31/2020 (\$35.00 Membership Fee + \$3.00 Processing Fee)

## Waiver

I agree that I am a member of this club, and I know that running in and volunteering for organized group runs, social events, and races with this club are potentially hazardous activities, which could cause injury or death. I will not participate in any club organized events, group training runs or social events, unless I am medically able to do so. I understand that I am waiving my right to sue the club, its members, and its volunteers from all claims for damages, including reasonable attorneys' fees, arising out of or in connection with my participation in any club organized event, group training run or social event.

By checking this box, I agree to the waiver and that I am 18 or older, or that I have the authority to register these members and agree to the waiver for them, and agree to the Privacy Policy.

Continue

## Run Club Sign Up Instructions Family Membership

### Step 3:

At this step you will select “New Membership”. If you select “Renewal” the system will try to look for you and you won’t exist because this is a new club for RunSignUp. Then answer the questions that the club is asking. Then hit “Continue”.

Help

# Anchorage Running Club

ANCHORAGE RUNNING CLUB

LOCATION: ANCHORAGE, AK US 99524

- Club Info
- Sign Up**
- Renew
- Nearby Races

### Overall Questions

Is this a new membership or a renewal membership?

New Membership  Renewal Membership

Are you interested in volunteering at an Anchorage Running Club Event in 2020?

Trent Waldron Glacier 1/2 Marathon & 10K - May 23  Anchorage RunFest - August 15 & 16

Oktoberfest - Run to End Homelessness - September 26  Zombie 1/2 Marathon - October 10

The Club's events could not occur without the many volunteers who help with these races. We are always in need of registration helpers, start/finish line staff, setup/tear down workers, course marshals, bike leaders/sweeps, and race committee members.

### Questions for John Doe

Who is your employer and what is your job title?

### Questions for Jane Doe

Who is your employer and what is your job title?

**Continue** Back

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# Run Club Sign Up Instructions Family Membership

## Step 4:

This is where you will pay for your Run Club memberships. Put in card information and hit "Confirm Payment"

### Anchorage Running Club



LOCATION: ANCHORAGE, AK US 99524

[Edit](#)

#### Review Your Information

##### Membership Information

Club: Anchorage Running Club  
Membership Level: Family Membership (Up to 7)  
Pricing Option: Date Range

**Membership Starts:** January 1, 2020  
**Membership Ends:** December 31, 2020

##### Members

**Name:** John Doe  
**Gender:** M  
**Date of Birth:** January 1, 1990  
**E-mail:** doejohn@gmail.com  
**Phone:** 999-000-9999

**Name:** Jane Doe  
**Gender:** F  
**Date of Birth:** January 1, 1991  
**E-mail:** doejane@gmail.com  
**Phone:** 998-909-0987

**Address:** 800 H Street  
Anchorage, AK US 99501

**Address:** 800 H Street  
Anchorage, AK US 99501

##### Have Questions?

Club Contact: [membership@anchoragerunningclub.org](mailto:membership@anchoragerunningclub.org)

[Add Another Registrant](#)

##### Registration Cart

	Item	Total
Family Membership (Up to 7)	\$35.00	\$35.00
• John Doe		
• Jane Doe		
Base Cost:	\$35.00	
Processing Fee:	\$3.00	
<b>Total:</b>	<b>\$38.00</b>	

**Coupon**  [Apply](#)

##### Overall Questions

Is this a new membership or a renewal membership?

- New Membership