



HOW TO REGISTER TEAM MEMBERS

**AIDS
WALK**
SAN FRANCISCO

July 14, 2019

Email

To register your Team Members by email, simply send your Fundraising Specialist the following info (we suggest using an Excel spreadsheet):

- Walker's full name
- Mailing address
- Phone number and email address
- T-shirt size (T-shirts provided as fundraising awards)

Not sure who your Fundraising Specialist is? Contact us to find out at awsfteams@aidswalk.net.

Team

1. Go to sf.aidswalk.net.
2. Log into your Fundraising HQ.
3. Click on "View my Team Page" on the left side of your HQ.
4. Copy/paste the address from your Web browser to an email.
5. Email the link to last year's Team Members and potential new Team Members. Tell them to click "Join Our Team" to register.

Call

Team Members can call the office at **415.615.9255 (WALK)** and give us your team name to get registered!

Mobile App

1. Download the AIDS Walk San Francisco mobile app from the Apple Store or Google Play.
2. Open the app, and tap Register!

Online

- To register your Team Members **during your team registration**, simply go through the "Create a Team" registration process and follow the prompts.
- To register your Team Member once logged in to **your Fundraising HQ**, select the "Invite Team Members" link on the right side your homepage. Type out your message and send to your Team Members.

Team Registration Form

Use the Team Registration Form: Print it out, fill in your team number, and make copies. Email or fax the completed forms to us.

Team Name – Team Number: _____

Name: _____	Name: _____
Address 1: _____	Address 1: _____
Address 2: _____ APT _____	Address 2: _____ APT _____
City: _____ State _____ ZIP _____	City: _____ State _____ ZIP _____
Day #: _____ Ext: _____	Day #: _____ Ext: _____
Even #: _____ Cell #: _____	Even #: _____ Cell #: _____
E-mail: _____	E-mail: _____
<input type="checkbox"/> I'd like to set a goal to raise \$1,000 and join the Star Walkers Club.	<input type="checkbox"/> I'd like to set a goal to raise \$1,000 and join the Star Walkers Club.
<input type="checkbox"/> I'd like to save paper and register as a Green Walker.	<input type="checkbox"/> I'd like to save paper and register as a Green Walker.
<input type="checkbox"/> I'd like to help volunteer with the event.	<input type="checkbox"/> I'd like to help volunteer with the event.
Optional (please circle):	Optional (please circle):
T-shirt Size: S M L XL XXL Gender: M F T	T-shirt Size: S M L XL XXL Gender: M F T
Age: 12 & under 13-17 18-24 25-34 35-44 45-54 55+	Age: 12 & under 13-17 18-24 25-34 35-44 45-54 55+

Team Roster

If you are a returning team, your Team Roster from last year is available.

If you haven't received yours yet, contact us now!

Simply update the contact information of each Team Member who wants to re-register, put an "X" next to their name in the "Re-register" column, and email the form back to us.

Contact Us: 415.615.9255

awsfteams@aidswalk.net