



Steps to Register:

1. Select the **Walk Location** you want to attend.
2. Please select one of the Branches/Chapter that is participating in your Walk Location , or select "I don't Know" if you are not sure which Branch/Chapter you want to support.
3. Click on **REGISTER**.
4. Select registration type and T-shirt size. Individual walker \$20 fee or team \$ 100 up to 6 people.
5. Fill out the online registration form.
6. When the system asks you about the personal **WebLink** you need to decide what you want to call your personal website for this event. Most people select their names. Please **DO NOT** use caps, numbers or spaces.
For example, **jerrysmith**
7. Click on complete after you enter all the information required.
8. Then you should receive a confirmation **email** with your **WebLink** and a PDF pledge instructions
9. After you registered we recommend to set up your personal account using the **LOG IN** on the top right of the page. In there you will be able to take advantage of the following features:
 - **Personal Website** - Manage your Personal website settings, your goals, photos and personalize message.
It is important to enter your Goal to activate your personal page.
 - **Enter Pledges** - You **MUST** enter Pledges received with offline pledge form (checks, cash, etc.) Once this is done you **MUST** send the money (***attached receipt***) to CHHA National in Ottawa
 - **Email Friends** - Email up to 100 friends/family with a link to your website
 - **Instructions** - Pledge event instructions
 - **Review Pledges** - Review your Pledges, and send a personal thank you message to your donors.

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