

Runner Registration

1. Go to the BMO Vancouver Marathon website: <http://bmovanmarathon.ca>
2. Click on the “**Register Now**” button to take you to the main registration page.
3. Click on the “**Charity Runner**” button at the top of the page. This will open up the Charity runner registration, highlighted in red. **This is an important step as the “Run & Fundraise” question is only asked to runners who select the “Charity Runner” option.**
The charity runner race distance options will appear in red at the top of the page.
4. Select the Charity Runner Event category:
 - a) **Charity Marathon**
 - b) **Charity Relay**
 - c) **Charity Half Marathon**
 - d) **Charity 8KM**
 - e) **Charity Kids Run**
5. Scroll down to the waiver section. Click the checkbox after reading the waiver in full and initial to agree to the waiver.
If you are registering on behalf of another person, they will be sent an electronic waiver to complete.
6. Click continue to move to the participation form.
7. On the next page, you will be asked to fill out your participant information.
 - Personal Information** – Name, address, date of birth, etc.
 - Race Details** – Estimated Finish Time, T-shirt size, etc.
 - Medical Information** – Emergency Contact Name, allergies, etc.
8. In the RUN4HOPE Section, you will be asked to select the Charity you are fundraising for. Select the charity from the dropdown list.
9. Complete the remainder of the form from here.
10. Click continue on to the next page where you will have the opportunity to order BMO Vancouver Marathon merchandise.
11. **Review** – review your cart summary/information to ensure everything is correct. If you ordered any merchandise from the race, you will need to pay for that here along with your registration fee.
12. Click “Submit Order” to complete registration.
13. Final page is a Social Media Share – Now you are in! Share with friends.
14. Upon completion of your registration form, you will receive two emails:
 - a) Runner registration receipt for your race entry. Keep a record of your runner confirmation code to access your runner profile.
 - b) Confirmation email with race details, links to the charities’ fundraising pages, and instructions on how to set up your fundraising page.

Check your spam folder if you do not receive both emails.
15. Keep a copy of your confirmation number/email for your records.