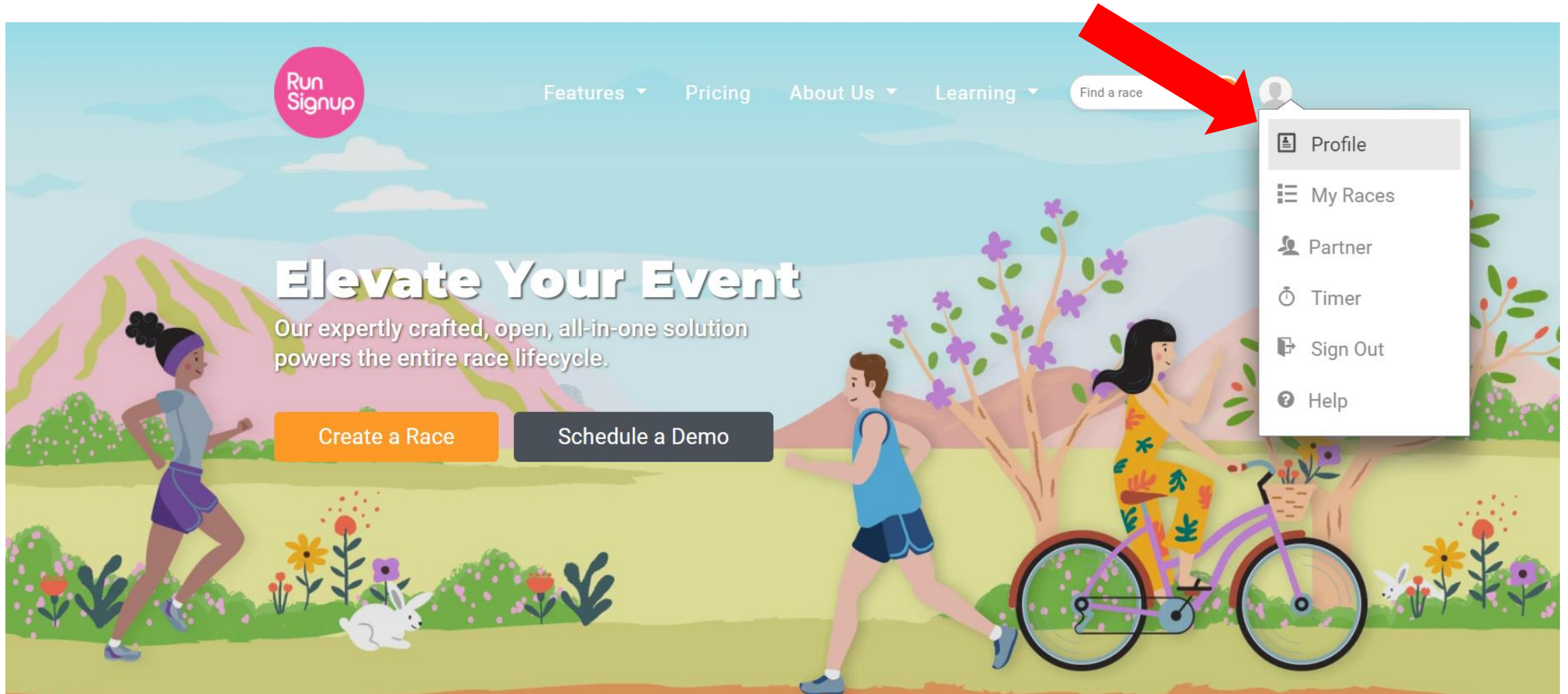


To switch from the in-person race to the virtual race :

- 1) Log into your RunSignUp Account
- 2) Click on the Profile icon and select Profile drop down



To switch from the in-person race to the virtual race continued :

- 3) Go to Upcoming Races
- 4) Find your race and select Manage Registration

The screenshot shows the RunSignup user profile page for Jane Smith. The browser address bar displays the URL: <https://runsignup.com/Profile?userId=46008913>. The page header includes the RunSignup logo and the user's name, Jane Smith, with a link to her profile. The profile section contains a placeholder for a profile picture, the user's name, birth date (January 1, 1972), and address (3696 N. Wickham Road, Melbourne, FL 32935, US). To the right of the profile information are several links: info@runningzone.com, [321-751-8890](tel:321-751-8890), [Emergency Contact – John \(321-751-8890\)](#), [Add Giveaway Preference](#), [Create Separate Profile for this Sub-Account](#), [Delete Sub-Account](#), [Transfer to Another User](#), and [Switch Account](#). Below the profile information is a navigation bar with four tabs: **Upcoming Events**, Past Events, Results, and Deferrals. The Upcoming Events tab is active and shows a list of events. The first event listed is the Red Carpet Run, scheduled for October 4, 2020, at 6:30am EDT. The event details include the location (Cocoa, FL 32922 US), the event type (Half Marathon), and the registrant's name and age (Jane Smith, Age 48). To the right of the event details are four links: [Manage Registration](#), [Resend Confirmation](#), [Contact Race](#), and [View Race Page](#).

To switch from the in-person race to the virtual race continued :

5) Select the Transfer Event Menu Tab

Red Carpet Run
5K-10K
October 4, 2020

RACE HOME **MY REGISTRATION** SIGN WAIVER **TRANSFER EVENT** QUESTIONS SHIPPING

REFUND POLICY

Red Carpet Run
Sun October 4, 2020
Cocoa, FL US 32922 [Directions](#)

Jane Smith
Registration #45170715
If you registered other people under this account for this race, you can find their registration by [clicking here](#).

[Resend Confirmation E-mail/Barcode](#)

Event: Half Marathon

Registrant: Jane Smith
info@runningzone.com
321-751-8890
3696 N. Wickham Road
Melbourne, FL US 32935
Gender: Female
Date of Birth: 01/01/1972
Age at Time of Race: 48
Registration Date: 08/26/2020 5:38pm EDT
Registration Status: Active
Give-Away Option: Small
Checked In: No
Total Amount Paid: \$0.00

Red Carpet Run
1,070 likes
Liked Share
You and 48 other friends like this
WE'RE ROLLING OUT THE RED CARPET
Red Carpet Run about a week ago
Editing, Special effects, CGI...etc. There's a lot of steps to make a movie. We're putting the final

To switch from the in-person race to the virtual race continued :

5) Initiate Transfer by hitting the Start Transfer Button

The screenshot displays the website for the Red Carpet Run event. At the top left is the event logo, which includes the text "Red Carpet Run", "5K-10K", and "October 4, 2020". The navigation menu contains the following items: RACE HOME, MY REGISTRATION, SIGN WAIVER, TRANSFER EVENT (highlighted in red), QUESTIONS, SHIPPING, and REFUND POLICY. Below the navigation is a red banner with the text "Red Carpet Run", "Sun October 4, 2020", and "Cocoa, FL US 32922" with a "Directions" link. The main content area is titled "Transfer Registration #45170715" and contains the following information:

REGISTRANT	Jane Smith
CURRENT EVENT	Half Marathon

To transfer this registration, you must go through the registration process for the new event. To get started, click on the button below.

A red arrow points to a red button labeled "Start Transfer".

On the right side of the page, there is a social media feed. The top post is from "Red Carpet Run" with 1,070 likes and a "Share" button. Below it, it says "You and 48 other friends like this" with a row of small profile pictures. The next post is from "Red Carpet Run" with the text "WE'RE ROLLING OUT THE RED CARPET" and a Facebook logo. The bottom post is from "Red Carpet Run" with the text "Editing, Special effects, CGI...etc. There's a lot of steps to make a movie. We're putting the final" and a Facebook logo.

To switch from the in-person race to the virtual race continued :

6) Select Virtual Event and hit continue

7) There is no fee associated with transferring to the virtual event or going back to the in-person event

Choose Your Event *

Half Marathon

Open to ages 10+.

\$75.00 + \$5.50 SignUp Fee ⓘ

10K

\$40.00 + \$3.50 SignUp Fee ⓘ

5K

\$30.00 + \$3.00 SignUp Fee ⓘ

Special Pricing

VIRTUAL RACE

VIRTUAL Half Marathon

Open to ages 10+.

\$75.00 + \$5.50 SignUp Fee ⓘ

VIRTUAL RACE

VIRTUAL 10K

\$40.00 + \$3.50 SignUp Fee ⓘ

VIRTUAL RACE

VIRTUAL 5K

\$30.00 + \$3.00 SignUp Fee ⓘ

Special Pricing

You will be credited up to \$0.00 to cover the event cost because this is an event transfer.

To switch from the in-person race to the virtual race continued :

8) Sign the electronic waiver and select the Continue button

9) Complete the remaining transfer registration steps and select the Continue button

Questions for Jane Smith

Unisex Shirt Option *

***I acknowledge that I am registering for the VIRTUAL race. *

YES

Are you planning on picking up your VIRTUAL Race Packet at the Running Zone or do you want your race packet mailed to you? *

Pick up at Running Zone

Please mail it to me

Any Virtual Race Packets not picked up by race day will be mailed post race.

Emergency Contact Name *

Emergency Contact Phone *

How did you hear about the Red Carpet Run?

Running Zone E-Blasts

Space Coast Runners

Information in a Race Packet

Health & Fitness Expo

Radio

To switch from the in-person race to the virtual race continued :

10) If you see a charge, please email: events@runningzone.com.

11) Make sure you agree to the refund policy and **Select Complete Registration**

Review your registration information:

Race Information

Race: Red Carpet Run

Location: Cocoa, FL US 32922

Race Date: October 4, 2020

Registrants

Jane Smith

Date of Birth: January 1, 1972

Age On Race Day: 48

3696 N. Wickham Road
Melbourne, FL US 32935

info@runningzone.com


321-751-8890

F

Event: VIRTUAL Half Marathon

Unisex Shirt: Small

Registration Cart

	Item	Total
VIRTUAL Half Marathon Jane Smith	\$0.00	\$0.00
Unisex Shirt Small	\$0.00	\$0.00
	Base Cost:	\$0.00
	Processing Fee: 	\$0.00
	Total:	\$0.00

This is an event transfer registration. You can only register one participant.

Question Responses for Jane Smith

***I acknowledge that I am registering for the VIRTUAL race.

YES

Are you planning on picking up your VIRTUAL Race Packet at the Running Zone or do you want your race packet mailed to you?
Pick up at Running Zone

Emergency Contact Name
John

Emergency Contact Phone
321-751-8890

How did you hear about the Red Carpet Run?