# Making Changes to your Registration – STEP by STEP GUIDE

Step 1 – Follow this link to log into your RunSignUp account. https://runsignup.com/Profile

Step 2 - Click on the 'profile icon' in the upper right corner to sign in.

Step 3 - Once signed in click on 'profile' (also in a dropdown when clicking on your profile icon). Any event you have registered for using RunSignUp can now be seen in your list of events.
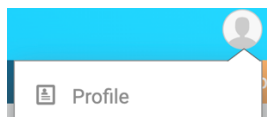
Step 4 - Locate the Anchorage Mayor's Marathon Event you have registered for. Click on 'manage registration'. If you are doing the virtual event and want to submit your results (times) simply select 'Submit Virtual Results' from the list. When available (for virtual participants) the list will also include 'view digital bib'.

Step 5 – If you select 'manage registration', there are many tabs at the top of the page that allow you to make updates and changes to your registration. For example, to change your event from one race to another, receive another registration email confirmation and MORE. You can even change your T-shirt size, for that perfect fit after months of marathon training.