

Race Page		
Race Wizard		
	6 Step Wizard	Get your race up and running quickly with a simple 6-step Wizard.
Registration		
	Online Registration	Seamless race day with a Race Day registration kiosk
	Single or Multiple PDF Registration Forms	Upload a PDF form (or multiples) for participants registering by mail.
	Date of Birth Option	Choose to (or not to) require Date of Birth and auto-calculate participant age on race Day.
	Set Time for Registration to End	Designate the time you want registration to end to allow for maximum registration time
	Set Maximum # of Participants	Set a maximum number of participants, with the option to automatically trigger a Wait List
	Family/Multi-Person Registration	Sign up multiple people at once, with the option to set special family pricing
Race Page		
	Multiple Events per Race	Allows for as many events as needed for your race (5K, 10K, Fun Run, etc.), with individual pricing.
	Custom URL	Customizable, Search-Engine Friendly URL
	Custom Sections	Add flexible content sections - Awards, Sponsor Listing, Background Info, etc.
	Custom Participant Info	Select and require the participant info that you need to make your event a success
	Custom Questions	Set your own multiple choice or open ended questions to gather any information you want from your runners
	Sub Questions	Use question logic to ask a sub question depending on the answer to a previous question
	Display Participants	Elect to show a list of registered participants, with customizable options for display of participant information
	Link Buttons	SignUp buttons that can be pasted into other websites or emails to direct potential participants to your webpage, donation page, or store.
	Confirmation	Give runners ability to confirm their registration (or their # on a waitlist)
	Widget: On your Website	Have an existing Website? Embed registration directly on your site.
	Simple Race Renew	Post-race, simply click "Renew Race", set your date, and you're all set for next year...with the same URL
	Copy Race Info	For a race series, set up your first one, "Copy Race", and the only thing you have to set are any differences (like date)
	Race Page Video	Embed a video of your course or race highlights through YouTube, Vimeo, Livestream or Ustream
	MapMyRun	Post your course map right on your Race Info page with our MapMyRun integration
	Google Maps	Google Maps give runners accurate maps to your race start, allowing for Latitude/Longitude coordinates if your race start is not a mappable address.
	Wildcard Replace Feature	Customize language to indicate a "Training Clinic", "Banquet", or any event aside from the default "Race"
	Default Waiver	Use our simple default waiver, or edit and customize for your specific race.
	Waiver Audit Trail	Match a waiver to each person that registers, so runners will match with the waiver they signed, even when changes are made to your waiver mid-registration
	Upload Logo	Upload your logo to appear on your race webpage to highlight your brand



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	Custom Directions to Your Race	<i>Along with Google Map Directions, enter text to clarify check-in desk location or make other custom notes</i>
	No Advertising or Spam	<i>Keep the runner focused on your race: no ads on registration, and no emails from us beyond their registration confirmation</i>
	Expo Mode	<i>Simplify registration during expos with an Expo Mode designed for easy in-person registration</i>
Online Store		
	Set your own Preferences	<i>Create your own descriptions & sizing, upload images, set maximums, and determine start/end dates</i>
	Order Management	<i>See all orders right in your inbox so you can archive them as you ship them out</i>
	Simple Order Cancel	<i>We will handle customer refunds; there is a \$.50 charge for this to cover credit card company fees</i>
	Put the Store on your Website	<i>For races with their own race website, use widgets to put the store directly on your page.</i>
	Registration Add-Ons	<i>Customize registration process and allow participants to purchase add-ons to their registrations.</i>
	Sales Tax Tools	<i>We provide mechanisms for races to calculate & collect sales tax for add-ons, store items & registration fees</i>
Giveaways		
	Giveaway Options	<i>Set to specify any sizing, color, or other options</i>
Add-Ons		
	Event Add-On's	<i>Include Add-Ons for items that are not Giveaways, but do not fit the store model. These items are non-refundable (unlike Store items)</i>
Donations & Fundraising		
	Point and Click Donation Platform Choice	<i>Choose RunSignUp, Crowdrise, or FirstGiving for your Fundraising needs</i>
	Accept Simple Donations	<i>Ask each registrant if they want to make a donation (to you or a selected charity) during checkout</i>
	Split Donations	<i>Allow donors to split donations between multiple charities within a single transaction</i>
	Donation Webpage	<i>Create a donation webpage (and widget for an existing site) to direct donors</i>
	Donation Levels	<i>Customize donation levels (I.e., Gold = \$100, Silver = \$50) to encourage a higher level of donation.</i>
	Donation Goals	<i>Set goals for your donations, with a visual thermometer to display progress towards goals</i>
	Donor Scrolling List	<i>Display a scrolling list of donors</i>
	Anonymous Donations	<i>Allow donors to specify who their gift is in honor of, or to choose to make their donation anonymous</i>
	Runner Fundraising	<i>Runners can create their own fundraising page, set their own goals, and write their own personal message</i>
	Team Fundraising	<i>Fundraise as teams as well as individuals, with team goals and a team Fundraising Webpage</i>
	Tie Groups & Fundraising Teams	<i>Instantly allow everyone who joins a social Group to become a part of a Fundraising team of the same name</i>
	Donation Reports	<i>Enhanced reports include simplified summaries, multi-charity reports, analysis, search capabilities & more</i>
	Thank You E-Mail	<i>Enable automatic emails to donors to show your appreciation</i>
	Waive Race Fees for Fundraisers	<i>Offer runners the ability to waive their race fee in exchange for fundraising a minimum amount, and manage Fundraisers who have not met their goal</i>
	Donor Comments	<i>Allow donors to add comments dedicated or anonymous comments for the Fundraiser</i>
	Direct Payment to Charities	<i>Allow RunSignUp to make direct payments to charities as your donations are collected</i>
	Calculate Tax Deductible Race Fees	<i>Use tools to calculate the amount of your fee that is tax deductible and include in any Thank You to the donor</i>



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	Customize Donation Tab Name	<i>Title your "Donate" tab creatively to match your brand</i>
	Manual Entry	<i>Manually add donations to running totals for donations received as checks or cash</i>
Race Day Go		
Bibs		
	Assign Bib Labels	<i>Assign bib numbers automatically, manually, import them, or access them through our API</i>
	Bib Labels	<i>Race directors and timers have the ability to easily print customizable Avery 5160-type labels</i>
	Dynamic Bib Assignment	<i>Flexible bib assignment options to allow for multiple pick-up locations & times, and last minute adjustments</i>
Race Day Registration		
	Online Race Day Registration	<i>Race Day Kiosk mode to make day-of registration seamless</i>
Race Day Check-In		
	Easy Race Day Check-In	<i>Keep your lines moving with real-time check-in and searchable participant lists</i>
Results		
	Simple Results Posting	<i>Upload an HTML, text, CSV, TSV, or PDF of your race results and we can display it as a tab on your page.</i>
	Free Results Posting	<i>Any race can post results through RunSignUp, whether or not we are their registration provider</i>
	Upload Race Director or RunScore Results Natively	<i>For Timers using either The Race Director or RunScore as their timing system, upload data directly from the software to RunSignUp with the click of a button</i>
	Full Results	<i>Upload results from various sources; include uploads of results from previous years for comparison</i>
	Finisher Certificates	<i>When you use RunSignUp results, have the option to automatically generate personalized Finisher Certificates</i>
	Mobile Results	<i>Easily search and view results that are optimized for mobile</i>
Tech Partners		
	GoIPICO	<i>RunSignUp powers GoIPICO for a full service registration, participant management, results & notification system for Timers and Races</i>
	RaceJoy	<i>Allow spectators to track the real time progression of their runners during a race</i>
	RaceFace	<i>RaceFace combines professional photos and videos captured at your event with photos and comments from participants for a compelling social experience that keeps your runners talking about your race</i>
	Lapio	<i>An all-in-one Race Management & timing software to provide easy event management & timing. Lapio fully syncs with RunSignUp Participants; Race Directors can enable for an added 50 processing fee per participant</i>
	Athlinks	<i>Choose to display an Athlinks logo on the results tab in RunSignUp (even if your results are loaded to RunSignUp), giving the option for runners to jump directly to race results on Athlinks and claim their results</i>
	Xact	<i>A leading platform for real time results reporting & notifications, Xact allows runners to sign up for notifications within registration, and let friends & family track runners</i>
	My-Finish	<i>Through integration with The Race Director, My-Finish can take results from your local Race Director Software and display them live in a mobile friendly report format.</i>
	RunScore Results	<i>From within the RunScore system, download participants from RunSignUp and easily upload results back to RunSignUp with a few clicks.</i>

Participants		
Participant Management		
	Registration Email to Race Director	<i>The option to receive an email each time someone registers for your event</i>
	Participant Search	<i>Full capability to search for participants</i>
	Custom Registration Email to Runners	<i>Auto-email to runners with full confirmation of runner information, and any custom message</i>
	Deferred Entries	<i>Opt to allow runners who are injured or have other conflicts to defer entry to the following year</i>
	Super Events	<i>Enable Super Events to package multiple races as one when participants can sign up for one or more events</i>
	Sub Events	<i>Use Sub Events to break down your race and set up starting waves</i>
	Refunds	<i>Easily process refunds or allow runners to self administer. There is a processing fee; you can opt to set additional fees</i>
	Event Transfers	<i>Transfer a runner from one event to another, or set parameters to allow runners to self-transfer events</i>
	Bib Exchange	<i>Transfer a bib from one runner to another, with an auto-email to the new runner to ensure proper registration and waiver</i>
	Race Caps	<i>Set a maximum number of participants per event</i>
	Claim Membership Accounts	<i>"Claim Account" capability allows members who were uploaded manually to claim their information</i>
	15 Minutes to Cancel Registration	<i>Give runners the ability to cancel registration within 15 minutes if they made a mistake and need to correct</i>
	Account Management	<i>We offer an Account Management Manual to help you maximize your account</i>
	Anonymous User Settings	<i>Allow runners to set themselves to be Anonymous in public Participant Lookup and/or Results</i>
	Edit Participant Information	<i>Quick and easy editing ability to correct runner email that includes errors</i>
Reserved Entries		
	Reserved Entries	<i>Set aside reserved spots for elite runners, charity runners, or sponsor registrations</i>
Waitlist		
	Waitlist Management	<i>For sold-out races, open a Waitlist to integrate with your refund/removal options and automatically offer open spots to Waitlisted runners as a space becomes available</i>
Import		
	Import Runners for Free	<i>Enter runners on a special webpage or upload a CSV for easy (and free) input of paper registrations</i>
Groups & Teams		
	Easy Team Creation	<i>Allow runners to create and join their own teams</i>
	Runners Creation and Sign Up for Teams	<i>Runners have the ability to manage their own team, and find teams that are accepting members</i>
	Team Categories	<i>Set team categories (i.e. by gender), and set minimums and maximums for members on each team</i>
	Corporate Teams	<i>Allow for a company to pay all or part of the entry fees for members of their team, with the flexibility to pay all at once, or as participants sign up</i>
	Corporate Team Captain Options	<i>Allow Corporate Team Captains to view the Add-Ons ordered by their team members</i>
	Reserved Entries for Teams	<i>Set up reserved entries for teams to allow for runners who need another runner to be allowed to register for an otherwise closed race to complete their relay team</i>
	Team Bibs	<i>Have the option to use the same bib number for all members of a team.</i>

Reports		
Participants		
	Dashboard Reports	<i>Handy registrations summaries for the day, week, and total, and comparisons to previous years, viewable immediately upon entry into your Race Dashboard</i>
	Track Multiple Races	<i>Easily manage multiple races and see quick-view reports to compare participants across multiple years</i>
	Participant Reports	<i>Customize fields, easily sort reports, and download participant reports into Excel or Google Docs</i>
	Registration Period Report	<i>See how many runners registered during early, regular, & post registration in table & graphical format</i>
	Daily Registration Report	<i>View & download reports with daily details by event for registrations, participant management & financials</i>
	Duplicate Entry Report	<i>For large races, view participants who unintentionally registered more than once</i>
	Other Reporting Options	<i>View reports by time/day, geographic location, gender/age, giveaway choice, and team/groups.</i>
	Donation Reports	<i>Graphical summaries and segmented reports of each donation at various levels; include manual donations</i>
Not Registered		
	Incomplete Registration Reports	<i>Collect reports on people who began registering, but did not complete the process.</i>
Sharing		
Secure Access		
	Timer Sharing of Participants	<i>Give your Timer access to downloading your participants to their timing system, and easily post results to your webpage</i>
	Multiple Race Directors	<i>Allow multiple people full access to edit & update a race, and have full access to participant information</i>
	Various tiers of Access	<i>We offer levels of information sharing, including Race Director, Timer Partner, Timer Limited, Check in and Editing, No Financial Access, Manage Store Orders Only, and Uploading Results</i>
Widget		
	Match to your Website	<i>Customize your Widget to match the colors and feel of your brand for a consistent user experience</i>
Social Media		
	Facebook - Even, Page, and Newsfeed	<i>Link to you Facebook Page or event, and your Newsfeed from those pages will appear on your RunSignUp Race Info page. Facebook is the source for 11% of RunSignUp Registrations - social sharing works!</i>
	Twitter & Facebook Sharing	<i>Make it easy for runners to share their registration with friends and encourage others to sign up</i>
	Social Links	<i>Add links to Facebook, Twitter, Google+, Pinterest, and email to spread the word about your race</i>
Notifications		
	Notifications	<i>Give your runners alerts when final results have been posted, at no charge</i>
Email Marketing		
	Free E-Mail Marketing	<i>Use our free email marketing services for promotions, or race day reminders. We partner with iContact to allow you to easily upload participants, add contacts, and send professional email communications</i>
	Email Confirmation with Directions	<i>Full email confirmation to runners includes all runner info & a google map with directions from their home</i>



Full Services List

Coupons		
	Groupons & LivingSocial	<i>When opting to use Groupon, LivingSocial, or similar sites, easily upload coupon codes to RunSignUp for seamless registrations using the codes</i>
	Custom Coupons	<i>Set coupons for special discounts, by \$ amount or percentage, and enable for any time range, event, or maximum number of uses</i>
	Club Discounts	<i>Create coupons to discount one (or more) Running Clubs and automatically verify club membership</i>
Referral Tracking		
	Track Referrals	<i>Use a code to track registrations from key Partners (like running stores) and individual runners</i>
Optimizing Visibility		
	Tracking Ad Conversion	<i>Track conversions from Google AdWords, Facebook Ads, Adroll, and Google Remarketing and target runners online when they are NOT on our site.</i>
	Affiliates	<i>Various Race Calendars (like RunningintheUSA) sync to RunSignUp data, providing visibility for your race</i>
	Google Search	<i>Almost 20% of registrations originate from a Google Search; your URL is optimized to be found in Google</i>
	Google Analytics	<i>Generate detailed statistics about traffic to your website & traffic sources, and measure conversions</i>
	Facebook Integrations	<i>Multiple integrations to allow for easy social sharing and sign up buttons directly on your Facebook Page</i>
Financial		
Payment Setup		
	Secure Payment Processing	<i>A combination of SSL and redirect technology ensures only our processing company sees credit card #'s.</i>
	Credit Card Options	<i>Let runners use the card they want: we take Visa, MasterCard, American Express, and Discover.</i>
	Direct Payment	<i>Customize payment frequency and have them automatically deposited in your bank account</i>
	Payments for Multiple Races	<i>Streamline payment collection to a single entity across multiple races</i>
Reports		
	Payment Reports	<i>Track registration transactions and financial results with simple notifications and reporting.</i>
	Financial Reports	<i>A Financial Summary page with both a high level snapshot of finances, and the ability to drill into data</i>
	Financial Reporting Options	<i>Reports include ability to track registration, donations, & store revenue. All reports include data in table and graphical formats.</i>
	Excel Payment Summary	<i>Reconcile all financial reports for your race or club with a downloadable summary spreadsheet</i>
	Year to Year Comparison Charts	<i>View graphs to compare registrations from one year to the next</i>
	Robust Reports	<i>Drill-down ability on each payment, down to each runner, discount, coupon, donation, etc.</i>
	Full Transaction Detail	<i>The ability to click on a transaction ID and see the details behind the entire transaction</i>
Pricing		
	Low Transaction Fee	<i>Low fees per transaction saves your runners money</i>
	Sign Up Multiple People in one Transaction	<i>Save more money by registering multiple people in one transaction - fees are per transaction, not per runner</i>



Full Services List

Family Pricing	<i>Allow special pricing for a family (with limits). For example, a family of 4 can register for \$50 instead of \$20 per person</i>
Coupons	<i>Use Coupons to offer discounts at a set amount or percentage</i>
Club Discounts	<i>Create coupons to discount one (or more) Running Clubs and automatically verify club membership</i>
Group & Team Pricing	<i>Allow team participants to sign up together or separately and still be seen as a group or team</i>
Multiple Registration Periods	<i>Set different pricing for different registration periods to encourage earlier registrations</i>
Age-Based Pricing	<i>Set pricing for specific age ranges to encourage younger (or older) runners</i>
USATF Discounts	<i>Easily allow races connected to the USATF to offer the \$2 discount to USATF members.</i>
Allow Custom Pricing for Giveaways	<i>Have the ability to charge for "upgraded" giveaways, such as selecting a tech shirt instead of a T-Shirt</i>
Processing Fee Flexibility	<i>Elect to have the processing fees paid by the runners, the races, or a 50-50% split between the two</i>
Technology Advantages	
Scalability	<i>State of the art monitoring will automatically remove and add servers to keep your race information constantly available.</i>
Cloud Technology	<i>Easily handle large races: scalability to handle 50,000 registrations in 7 minutes, and 120,000 results look-ups per minute.</i>