



**Saturday,
September 16, 2017**

**2017 TEAM CAPTAIN PACKET
MORE THAN PINK**

IMPORTANT CONTACTS:

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www.konnepa.org

facebook.com/SusanGKomenNEPA

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Dear Team Captains,

Thank you so much for captaining a team for the 27th Annual Susan G. Komen Northeastern Pennsylvania Race for the Cure[®], the year of the team!

The majority of our Race participants form Teams. Teams consist of 10 or more people. (And we'd love it if you get many more than 10 people on your team!) Creating a team is about coming together to end breast cancer forever.

A Team is also about fundraising; it is about raising money for an organization that has provided more than \$3.7 million for breast health education programs and breast cancer screening, treatment and diagnostic services for women and men who are uninsured, underinsured, or who are otherwise unable to afford these services [right here](#) in Northeastern Pennsylvania.

As Team members, you are taking on the roles of ambassadors for Susan G. Komen, the largest source of nonprofit funds dedicated to the fight against breast cancer in the world.

THANK YOU so very much for joining in the fight against breast cancer. Thank you for your activism. We look forward to making this the most fulfilling and successful Race season ever! Together, your Team CAN make a difference. Together, we WILL find a cure.

If you are a returning Team Captain, welcome back. For our new Team Captains, we are glad to have you in our Komen Race for the Cure[®] family, and we hope to make the experience rewarding. This is definitely a team effort and I want you to know that if you have any questions from now until Race Day, you can feel free to contact me.

Sincerely,

Nicole

Nicole.Pettinato@hotmail.com

570.881.8624

WHAT IS A RACE FOR THE CURE TEAM?

A **Team** is a group of individuals who want to participate in the Race together. (They don't have to run/walk together!) Any business, healthcare provider, family, club, agency, school, church or other community group can form a team. **Please note:** A minimum of 10 people per team is recommended.

STARTING A TEAM IS EASY! JUST FOLLOW THESE STEPS:

- Team Captains must register online first. **Go to konnennepa.org for online team registrations. For mail-in registration details (see below).**
- After registering a team captain, the team must be created before members can join.
- Choose a team name and division. During registration, designate whether you're a Business & Industry Team, Healthcare Team, Community Team (friends & family) or School Team.
- Now it's time to build your team. Invite friends, co-workers and family to join. Call, text, email, Facebook or tweet everyone you know!
- Set up your team and personal web pages. After registering, log in to your **Participant Center** (see below) to add a photo of your team, set a fundraising goal and tell everyone why you are a part of the Komen NEPA Race for the Cure®.

MY PARTICIPANT CENTER - TEAM PAGE AND PERSONAL PAGE

Once you have registered, log in with your username and password that you created. Then click on "**My Participant Center**." It's important for Team Captains to visit and utilize their Participant Center at konnennepa.org often and customize both their Team Page and Personal Page as a resource for your team and its supporters. Utilize your **Team Page** to inspire donations to your team fundraising, and your **Personal Page** to motivate personal contacts to help you achieve your individual fundraising goal. **Every Team member can create a Personal Page.** All pledges from the Team will count towards total revenue and fundraising goals.

HOW TO REGISTER A TEAM ONLINE

(deadline September 10, 2017 at Midnight)

- Go to konnennepa.org
- Click on "**Reform an existing Team**" or "**Start a Race Team**"
- Enter your team name.
- Select your team category.
- Once the team has been created, prospective team members should go to the website, click "Join a Team" and select the team's name.

TEAM MAIL-IN REGISTRATION (deadline September 8, 2017)

- Team captains are responsible for collecting all team members' completed and signed individual registration forms and payments.
- Return all completed/signed team members' registration forms with payment in one packet to: **Komen NEPA Race for the Cure, 125 North Washington Ave., Suite 260, Scranton, PA 18503**

SCHOOL TEAMS

- Schools of all grade levels are encouraged to participate in the School Team Challenge. Teams may include students, faculty, family and co-workers. All school registration forms must be received by September 10, 2017.

WHAT TO TELL YOUR TEAM MEMBERS

Each Team member needs to register and indicate what Team they would like to register for. They can choose whether to be a timed runner or walker.

While it is not a requirement, we are encouraging ALL Team members to register online. For Team members who do not wish to register online, they can register by completing an application by mail. **Please note: Online discounts are available for certain ages.** See “Registration Fees” below for details.

WHY IS TEAM FUNDRAISING SO IMPORTANT

Team fundraising helps ensure that we will be able to make the biggest impact in the community. There are two ways that teams can engage in fundraising:

- Each team member asks their friends, family members and co-workers to support them in their fundraising efforts by making a donation. To get tips and tools on personal fundraising, go to konnepa.org.
- Your team can host a fundraising event. To download a list of fun and easy fundraising events, go to konnepa.org.

The ultimate reward is in knowing that you’ve brought our community miles closer to the reality of a world without breast cancer.

TAKE THE POWER OF 10 CHALLENGE!

The challenge is simple, but the impact can be life-changing. Please join us by asking 10 friends or family members to donate \$10 each – and raise \$100!!!!

Need help getting started?

Start by giving yourself \$10.

Submit your individual donation to your company for a Matching Gift.

ASK 2 FAMILY MEMBERS.

ASK 2 FRIENDS.

ASK 2 NEIGHBORS.

ASK 2 CO-WORKERS.

By being an active fundraiser, you will help Susan G. Komen for the Cure® provide more grants to help local communities provide breast health education, screening and treatment.

If every registered participant in the Komen NEPA Race for the Cure® raised \$100, Komen NEPA would raise more than \$300,000 from the NEPA Race for the Cure® ALONE to grant to non-profit healthcare organizations dedicated to ending breast cancer throughout the Northeast Region.

RECOGNITION for LARGEST TEAMS CATERGORIES

Teams will be recognized on Race day for the following:

- Largest Corporate Team
- Largest Healthcare Team
- Largest Community Team (family and friends)
- Largest School Team (includes all levels)

FUNDRAISING AWARD

Special recognition and awards will be given to ONE individual and ONE Team for raising the most funds for the event.

TEAM VILLAGE

We encourage all Teams to participate in Team Village. It's just like tailgating, but a non-alcoholic meeting place for your Team the morning of the Race. Each Team can bring a pop-up tent (no stakes in the grass) and decorate it in the area right across from the Federal Building on North Washington Avenue. You can bring breakfast and games for extra fun!

RACE DAY PHOTOGRAPHER

We will have a professional photographer available for Team pictures. All pictures will be posted to the KOMEN NEPA social media pages.

"IN MEMORY" OR "IN CELEBRATION" BACK SIGNS

We encourage everyone to sign "In Memory" or "In Celebration" back signs, available at Race Registration/Pick-up, and attach them to their t-shirt on Race day.

TEAM T-SHIRT CONTEST

Creating your own team t-shirt is a great way to tell your team's story. You can use any of the official team t-shirt insignias provided at konnepa.org or do your own thing. We ask that you refrain from wording or a design that might be considered offensive and **PLEASE CHOOSE A COLOR OTHER THAN PINK**. We have reserved pink t-shirts for our breast cancer survivors. T-shirts that are being entered into the Team T-shirt Competition need to be submitted no later than Friday, September, 15 at 7 p.m. to Race Registration/Pick-Up at The Marketplace at Steamtown, First Floor. ***Once submitted, t-shirts become the property of Komen NEPA and will not be returned.*** T-shirts will be displayed on Race Day. We encourage participants to vote for their favorite. The t-shirt design receiving the most donations will be declared the winner. A plaque will be awarded to the team that wins the Team T-Shirt Contest, and will appear on the Komen NEPA social media pages. So get creative, and make these the best t-shirts ever!

IMPORTANT DATES AND DEADLINES

**Last day to register as a member of a Team:
Sunday, September 10, 2017 at Midnight**

**Last day to mail in your registration form to be counted as a Team member:
Friday, September 8, 2017**

REGISTRATION FEES/INFORMATION

Registration discounts apply to online registrations only.

RUNNERS – INCLUDES TIMING CHIP

\$30 Adults (20 to 59)

\$25 Youth (14 to 19)

\$20 Breast Cancer Survivor

\$20 Senior Discount (60+) (Must enter discount code NEPA SENIOR online to receive discount)

\$15 Children (13 and younger) (Must enter discount code NEPAYOUTH online to receive discount)

WALKERS

\$25 Adult (20-59)

\$20 Youth (14 to 19)

\$15 Breast Cancer Survivor

\$20 Virtual (will receive t-shirt only, no bib and not permitted on race course)

\$15 Senior Discount (60+) (Must enter discount code NEPA SENIOR online to receive discount)

\$10 Children (13 and younger) (Must enter discount code NEPAYOUTH online to receive discount)

PINK WEEK REGISTRATION AND PACKET PICKUP SCHEDULE

**Thursday, September 14 and Friday, September 15
10 a.m. to 7 p.m.**

**The Marketplace at Steamtown, First Floor
Lackawanna Avenue, Scranton**

Saturday, September 16

6:30 a.m. to 9 a.m.

**Race Day Registration Tent
Peoples Security Bank Spruce Street Parking Lot**

RACE DAY SCHEDULE

- 6:30 am Race Day Registration and T-Shirt Pickup at Peoples Security Bank Spruce Street parking lot
- 7:00 am Survivor Breakfast under the Celebration of Hope Tent on Spruce St.
- 7:15 am Welcome at Pink Podium at the Federal Building, North Washington Ave.
- 7:30 am Aerobic Workout at Federal Building, North Washington Ave.
- 7:45 am Survivor Celebration and group photo at the Federal Building on N. Washington Ave.
- 8:00 am Competitive Runners head to start line**
- 8:15 am Walkers head to start line
- 8:27 am National Anthem
- 8:30 am Official start of Run/Walk

****All timed runners must have a chip.**

FAQS

What if I have problems using the online system?

Please contact the Komen NEPA by email admin.info@konnennpa.org.

Who do I contact with Team related questions?

Please contact our Teams Chair: Nicole Pettinato at 570-881-8624 or Nicole.Pettinato@hotmail.com

I registered online but my information and team information is not showing up on the website?

Please allow at least 24 hours for the system to update. If you did not get an immediate email response at the end of your registration saying "Thank you for registering" with a transaction summary, then your registration did not go through. If, after the 24 hours it is still not showing, please contact us at 570-969-6072 with your team name and confirmation number.

If someone has already registered but now wants to be on my Team, what can I/we do?

For someone who has accidentally registered as an individual or decided after they registered that they wish to join your team, please call the office at 570-969-6072. You will need to provide their full name, email address, the Team's name and the Team Captain's name.

Can someone register for my Team after Team registration has closed?

Yes, someone can register to be part of your team up until Race Day. However, **only participants who registered by midnight on Sunday, September 10, 2017, when online registration closes, will be counted for the Largest Team Award.** The Team Award will be presented on Race day and all registrations must be received at the close of Teams.

If someone made a donation and forgot to indicate it was to be credited to a specific team or individual on a team, can that be corrected?

Yes. The donor must request that the donation is moved by emailing a request to admin.info@konnennepa.org and by providing the following information: donor's name, donor's email address, donation date, donation amount, a copy of the donation email, if possible and the name of the individual/team where the donation should go.

Our company wants to pay all/part of the registration fee for its employees. How do we set this up?

There is a form that you will need to fill out and questions that need to be answered in order for a discount code to be set up for your Team so that your company pays for all/part of the registration fee. Please email your request to admin.info@konnennepa.org. The form will be emailed to the person submitting the request. **Please do not register anyone on your team until we get the discount code set up in the system.**

Does it matter who gets which Race bib?

Yes. Every participant must have a Race bib (race number), including children. Bibs show that you have registered and are permitted to participate in the Race. Survivors will get pink bibs. Timed runners will get blue bibs, except for the timed survivor runners who get pink. Walkers will receive a white bib.

**FOR THE SAFETY OF ALL PARTICIPANTS,
A RACE BIB MUST BE WORN ON THE FRONT OF YOUR T-SHIRT.**

**THANK YOU FOR YOUR COOPERATION AND FOR BEING
MORE THAN PINK** 