## HOW TO REGISTER YOUR SCHOOL FOR THE GREAT VIC BIKE RIDE

1 Click on the link to the Great Vic Schools Shop
Scroll to the appropriate ticket type and click 'Register'


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Create your log in details with an email and password, followed by agreeing to the Terms \& Conditions.
Click 'Sign Up’ to continue.


3 Select your ticket type and enter the contact details of the School Captain (you).


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Click 'Create new team' and enter your school name in the textbox below.


Scroll to add on products, merchandise of fundraising opportunities, followed by 'Continue'.


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## Agreements and additional terms for participant \#1 - Savannah de Ruyter

Please read the following documents carefully
GVBR24 Terms and Conditions

Great Vic Bike Ride 2024

Last updated: 13.2.2024

## Terms and Conditions of Entry

These Terms and Conditions of Entry ("Entry Terms") are designed to enable the Great Vic Bike Ride 2024 from 23 November to 1 December 2024 (the "Ride") to run smoothly. By registering to participate in the Ride, you (the "Ride Participant"), and any additional Ride

Please read and scroll to the bottom to complete sign-off on this waiver.
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## If individual riders are paying:

1. All riders will need to make payment via Credit/Debit Card to confirm their inidividual registration.
2. Or enter an applicable promo code at checkout.

If the School Group is paying:

1. School Captain can make group payment via Credit/Debit Card to confirm group registration.
2. Or invoicing is available for schools that register 20+ riders, please contact greatvicschools@bicyclenetwork.com.au to request this before the remaining of your school group start registering.


## HOW TO REVISIT YOUR SCHOOL GROUP REGISTRATION

## 1 You will have received an email from us that provides a link to your group 'dashboard' - we suggest saving this email confirmation for future reference.

# Confirmation No. 27601648 <br> Great Vic Bike Ride 2024 - School Groups 

This email confirms you've registered for the following event: Great Vic Bike Ride 2024 - School Groups

## Manage registration

View event details, updates, and manage your registration by visiting your participant dashboard

```
Visit dashboard
```

Select 'Visit dashboard' to log in and manage your group registrations or share the invite link to your riders to sign up.

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## ADDING RIDERS TO YOUR SCHOOL GROUP

1
After logging into your group dashboard via your confirmation email, the School Captain can select 'Invite friends' to share a joining link with their riders. Here, riders will complete their own registration.


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## MANAGING YOUR GROUP DASHBOARD

1
After logging into your group dashboard via your confirmation email, the School Captain can select 'Teams' to view who has registered.


From here, select 'Team actions' to manage your school group by: Viewing registered riders, sending a group message through Race Roster or export a team list to view individual details.


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For any registration enquiries, please contact the Great Vic school's team for assistance via greatvicschools@bicyclenetwork.com.au or (03) 83768888.

