

HOW TO CREATE A TEAM IN RACE ROSTER

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Click on the link to the <u>United Energy Around the Bay Shop</u>. Scroll to the appropriate ticket type and click 'Register'

United Energy Around the Bay 2024

Set your challenge and celebrate the 30th edition of Melbourne's most iconic bike ride, United Energy Around the Bay. #Thisisyourride

Countdown to event

0

5

2

14

49

30

cert

YEARS

MON

DOMES

MINS

SECS

Contact Information

Event contact Bicycle Network

Email riderservices@bicyclenetwork.com.au

Phone 1800639634

Registration fees

Family Ride - Free Kids Ticket

Price changes in 11 days 9 hours

Kids Ride for Free (with an adult)

Now registering Feb 8 - Apr 21

REGISTER

50km Around the Bay - Free Kids Ticket

Price changes in 11 days 9 hours

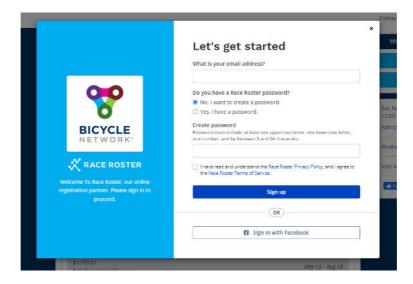
Kids Ride for Free (with an adult)

Now registering Feb 8 - Apr 21

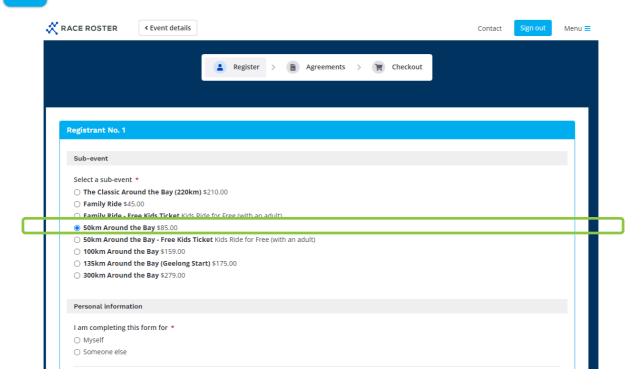
REGISTER



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

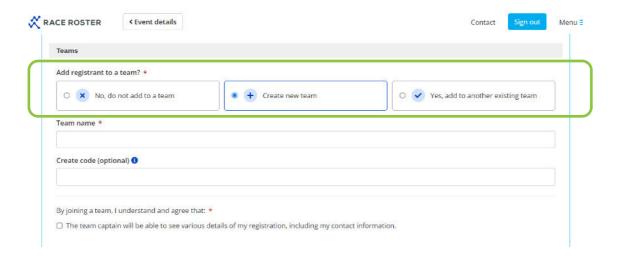


Select your ticket type and enter the contact details of the Team Captain (you).

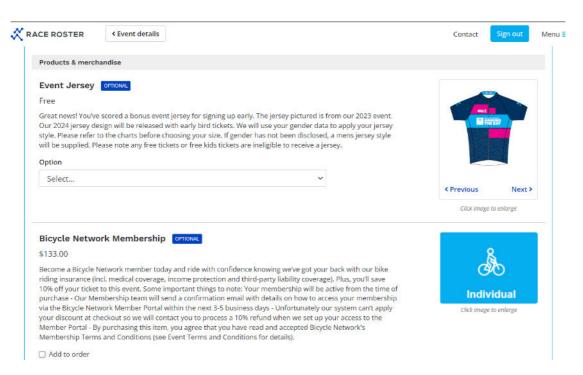




Click 'Create new team' and enter your team name in the textbox below. Optional: Create a unique code so only specific riders can join your team.

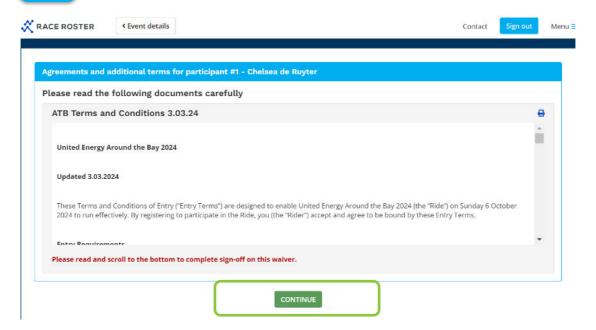


Scroll to add on products, merchandise or fundraising opportunities, followed by 'Continue'.





Read the Terms & Conditions and scroll down to the bottom to complete a sign-off waiver, followed by clicking 'Continue'.











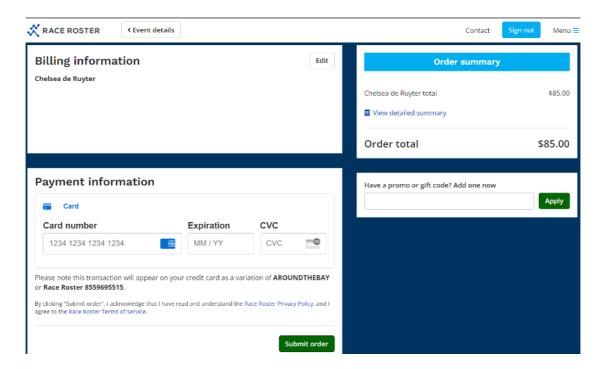
Payment options:

If individual riders are paying:

- 1. All riders need to register and sign a waiver (Terms and Conditions) on Race Roster.
- 2. All riders will need to make payment via Credit/Debit Card to confirm their inidividual registration.
 - a. Alternatively, riders enter an applicable promo code at checkout (this is especially relevant to those entering via corporate packages).

If the Team is paying as a group:

- 1. Invoicing is available for teams that register 20+ riders, please contact atbteams@bicyclenetwork.com.au to request this and pay the balance **before** the remaining of your team start registering.
- 2. Invoicing is avavailable for corportate packages. See corporate packages.
- 3. Similarly to the above instructions, all riders will still need to complete their registration (and sign the waiver) using the free discount code provided by their team captain (or employer).







Congratulations! You have successfully registered your Team! To manage your team and invite riders, please follow the next set of instructions.

HOW TO REVISIT YOUR TEAM REGISTRATION



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



Print confirmation

Confirmation No. 28542903 United Energy Around The Bay 2024



This email confirms you've registered for the following event: United Energy Around The Bay 2024

If you have any questions about your registration, please contact the event organiser.

Manage registration

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



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

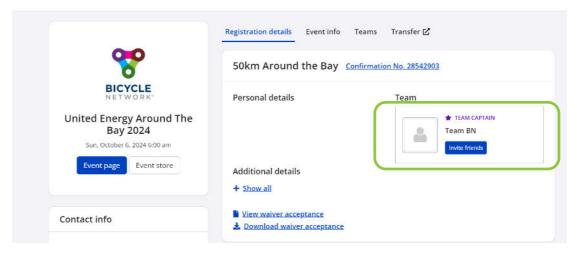


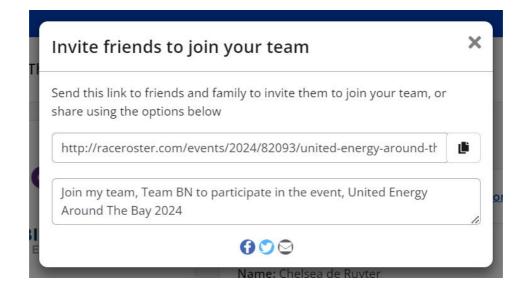
ADDING RIDERS TO YOUR TEAM



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

United Energy Around The Bay 2024 •





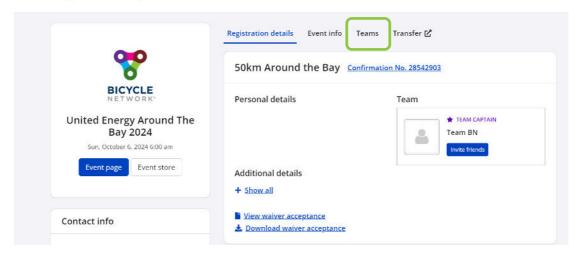


MANAGING YOUR TEAM DASHBOARD



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

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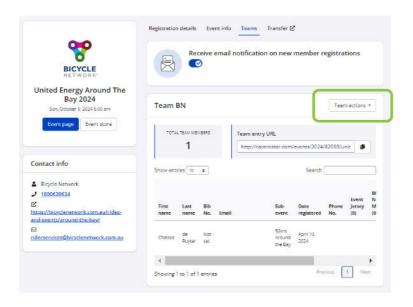
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From here, select 'Team actions' to manage your team by: Viewing registered riders, sending a group message through Race Roster or exporting a team list to view individual details.









For any registration enquiries, please contact the Around the Bay team for assistance via atbteams@bicyclenetwork.com.au or (03) 8376 8888.