



HOW TO CREATE A TEAM IN RACE ROSTER

1

Click on the link to the [United Energy Around the Bay Shop](#).
Scroll to the appropriate ticket type and click 'Register'

Countdown to event



Contact information

Event contact	Bicycle Network
Email	riderservices@bicyclenetwork.com.au
Phone	1800639634

Registration fees

Lap the Track (5 -17km)

Price changes in 1 month 22 days

Children 14 and under receive a free ticket. The discount will be applied at checkout.

\$55.00

Early Bird

Now registering May 7 – June 30

REGISTER HERE

50km Around the Bay

Price changes in 1 month 22 days

Children 14 and under receive a free ticket. The discount will be applied at checkout.

\$110.00

Early Bird

Now registering May 7 – June 30

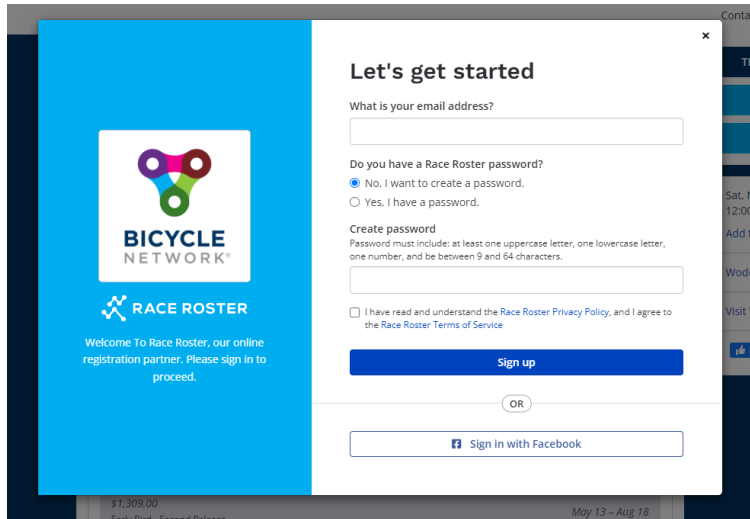
REGISTER HERE

100km Around the Bay

Price changes in 1 month 22 days

2

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



Let's get started

What is your email address?

Do you have a Race Roster password?

☒ No, I want to create a password.

☐ Yes, I have a password.

Create password

Password must include: at least one uppercase letter, one lowercase letter, one number, and be between 9 and 64 characters.

☐ I have read and understand the Race Roster Privacy Policy, and I agree to the Race Roster Terms of Service

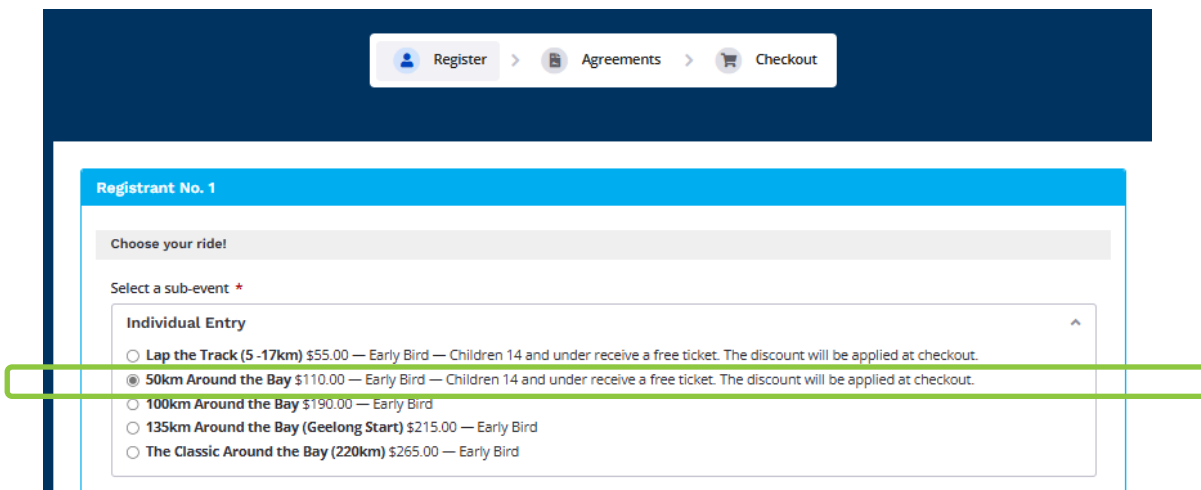
Sign up

OR

Sign in with Facebook

3

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



Registrant No. 1

Choose your ride!

Select a sub-event *

Individual Entry

- ☐ Lap the Track (5-17km) \$55.00 — Early Bird — Children 14 and under receive a free ticket. The discount will be applied at checkout.
- ☒ **50km Around the Bay \$110.00 — Early Bird — Children 14 and under receive a free ticket. The discount will be applied at checkout.**
- ☐ 100km Around the Bay \$190.00 — Early Bird
- ☐ 135km Around the Bay (Geelong Start) \$215.00 — Early Bird
- ☐ The Classic Around the Bay (220km) \$265.00 — Early Bird

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.

Teams

Add registrant to a team? *

☐

No, do not add to a team

☒

Create new team

☐

Yes, add to another existing team

Team name *

Create code (optional) [?](#)

By joining a team, I understand and agree that: *

☐ The team captain will be able to see various details of my registration, including my contact information.

4

Scroll to add on products, merchandise or fundraising opportunities (if applicable), followed by 'Continue'.

Products & merchandise

Event Jersey - General

Optional

Free

Free early bird event jersey

Option

Select...



Click image to enlarge

Rider Pack Pick up OR Postage * Required

\$25.00

Choose pick up OR postage for your rider pack (including jersey if eligible). Postage cut off 31 July (TBC). Pack collection from Bicycle Network Office (L4, 246 Bourke St, Melbourne), and Pelican Lawn, Albert Park. Dates and times to be confirmed (usually in the week prior to the event).

Option

Pick up (FREE)

Remove

Bicycle Network Membership (Insurance + Comprehensive coverage) - Annual

Optional

\$137.00

Become a Bicycle Network member today and ride with confidence knowing we've got your back with our bike riding insurance (incl. medical coverage, income protection and third-party liability coverage). Plus, you'll save 10% off your ticket to this event. Some important things to note: Your membership will be active from the time of purchase - Our Membership team will send a confirmation email with details on how to access your membership via the Bicycle Network Member Portal within the next 3-5 business days. Unfortunately our system can't apply your discount at checkout so we will contact you to process a 10% refund when we set up your access to the Member Portal. By purchasing this item, you agree that you have read and accepted Bicycle Network's Membership Terms and Conditions (see Event Terms and Conditions for details).

☐ Add to order



Click image to enlarge



5

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

Register > Agreements > Checkout

Agreements and additional terms for participant #1 - Marie Lepretre

Please read the following documents carefully

ATB Terms and Conditions 1.04.25

United Energy Around the Bay 2025

These terms and conditions of entry ("Entry Terms") are designed to enable United Energy Around the Bay 2025 (the "Ride") on Sunday 26 October 2025 to run effectively. By registering to participate in the ride, you (the "Rider") accept and agree to be bound by these entry terms.

Entry Requirements

1. The rider may elect to take part in one of the ride options. The actual ride lengths may not match the exact distance promoted.

2. All riders, including those aged 14 and under riding on a free kids ticket, must be registered to participate in the Ride.

Please read and scroll to the bottom to complete sign-off on this waiver.

CONTINUE

4



6

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 individual 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 corporate packages. See [corporate packages](#).
2. 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).

RACE ROSTER

Event details

Contact

Sign out

Menu

Billing information

Chelsea de Ruyter

Edit

Payment information

Card

Card number

1234 1234 1234 1234

Expiration

MM / YY

CVC

CVC

Please note this transaction will appear on your credit card as a variation of **AROUNDTHEBAY** or **Race Roster 8559695515**.

By clicking "Submit order", I acknowledge that I have read and understand the [Race Roster Privacy Policy](#), and I agree to the [Race Roster Terms of Service](#).

Submit order

Order summary

Chelsea de Ruyter total

\$85.00

[View detailed summary](#)

Order total

\$85.00

Have a promo or gift code? Add one now

Apply

7

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



18.10.2026

HOW TO REVISIT YOUR TEAM REGISTRATION

1

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



This email confirms you've registered for the following event:

United Energy Around The Bay

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

Visit 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



UNITED ENERGY
**AROUND
THE BAY**

18.10.2026

1

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

United Energy Around The Bay

Sun, October 6, 2024 6:00 am

Event page Event store

Registration details Event info Teams Transfer

50km Around the Bay [Confirmation No. 28542903](#)

Personal details

Name:

Email:

Phone number:

[+ Show more](#)

Additional details

[+ Show all](#)

[View waiver acceptance](#)

[Download waiver acceptance](#)

Team

TEAM CAPTAIN

Team BN

[Invite friends](#)

Invite friends to join your team

Send this link to friends and family to invite them to join your team, or share using the options below

<http://racerooster.com/events/2024/82093/united-energy-around-the-bay>

Join my team, Team BN to participate in the event, United Energy Around The Bay

[f](#) [t](#) [e](#)

Name: Chelsea de Ruyter



MANAGING YOUR TEAM DASHBOARD

1

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


**BICYCLE
NETWORK**

United Energy Around The Bay
Sun, October 13, 2024 0.00 0.11
[Event page](#) [Event store](#)

Contact info
Bicycle Network
1800639634
<https://bicyclenetwork.com.au/rides-and-events/around-the-bay/>
riderservices@bicyclenetwork.com.au

Registration details Event info **Teams** Transfer

Receive email notification on new member registrations

Team BN

Team actions

TOTAL TEAM MEMBERS
1

Team entry URL
<http://raceroster.com/events/2024/82093/unit>

Show entries 10 Search

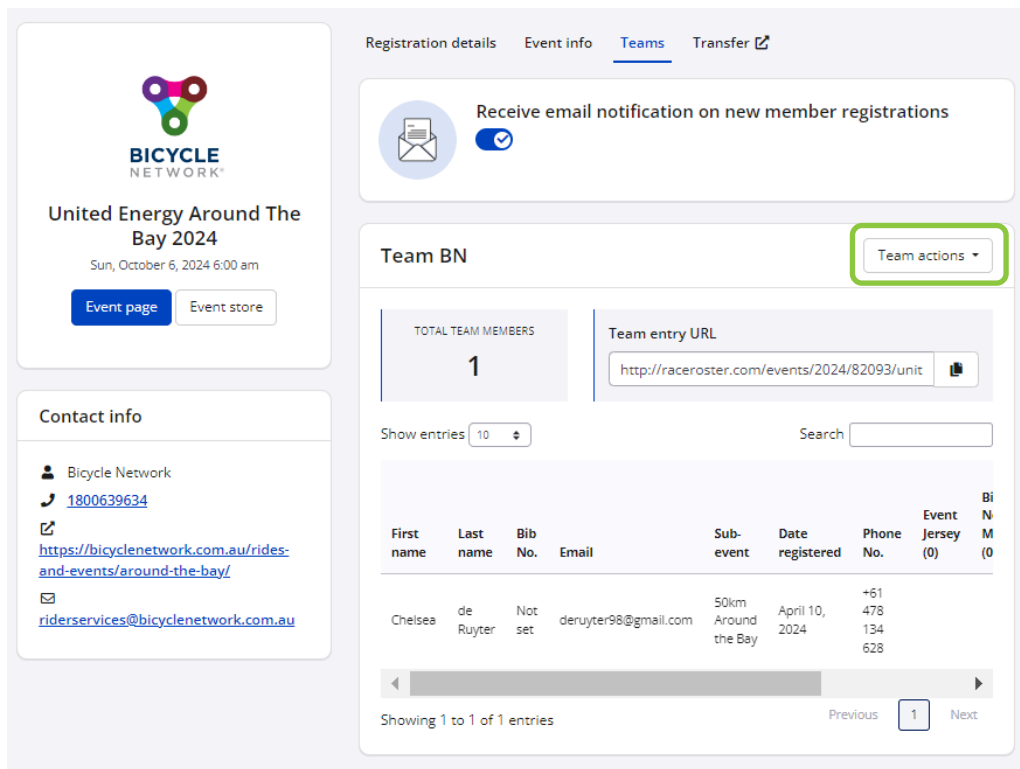
First name	Last name	Bib No.	Email	Sub-event	Date registered	Phone No.	Event Jersey (0)	Bi N M (0)
				50km Around the Bay	April 10, 2024			

Showing 1 to 1 of 1 entries Previous 1 Next

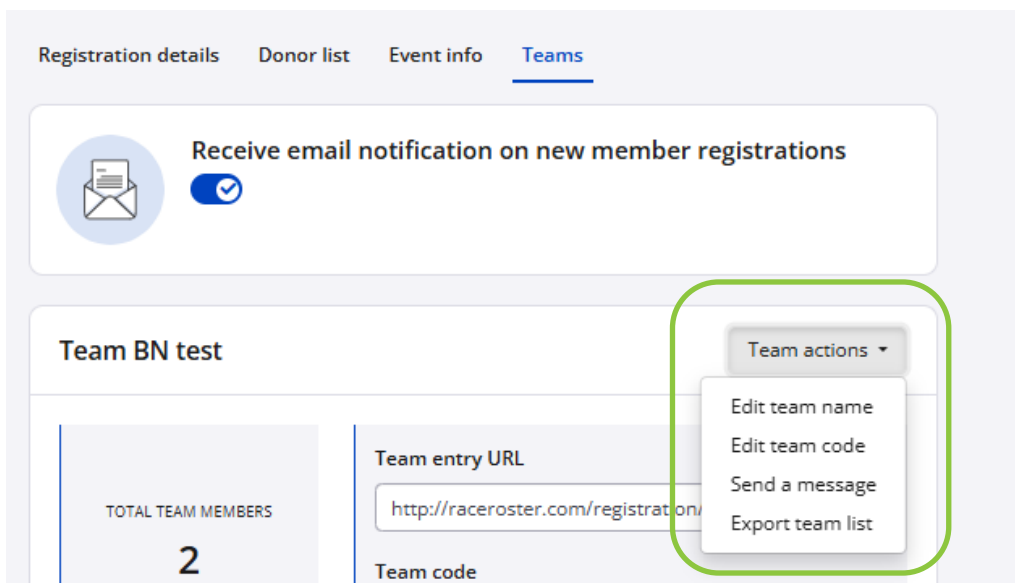
18.10.2026

2

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.



The screenshot shows the 'Teams' tab selected in the top navigation bar. On the left, there's a sidebar with the Bicycle Network logo, event details for 'United Energy Around The Bay 2024' (Sun, October 6, 2024 6:00 am), and contact information for Bicycle Network (phone: 1800639634, email: riderservices@bicyclenetwork.com.au). The main content area for 'Team BN' includes a toggle for 'Receive email notification on new member registrations' (checked), a 'Team actions' dropdown menu (highlighted with a green box), and a table of team members. The table shows 1 total team member: Chelsea de Ruyter, Bib No. Not set, Email deruyter98@gmail.com, Sub-event 50km Around the Bay, Date registered April 10, 2024, Phone No. +61 478 134 628. The table has columns for First name, Last name, Bib No., Email, Sub-event, Date registered, Phone No., Event Jersey (0), and Bi N M (0). A pagination bar at the bottom shows 'Showing 1 to 1 of 1 entries' with 'Previous' and 'Next' links.



This screenshot shows the 'Teams' tab for 'Team BN test'. The 'Team actions' dropdown menu is open, showing options: 'Edit team name', 'Edit team code', 'Send a message', and 'Export team list'. The dropdown menu is highlighted with a green box. The main content area shows 'TOTAL TEAM MEMBERS' as 2 and a 'Team entry URL' of http://raceroster.com/registration. The top navigation bar includes 'Registration details', 'Donor list', 'Event info', and 'Teams' (selected).

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