

MAKING CHANGES TO YOUR REGISTRATION

Step-by-step guide

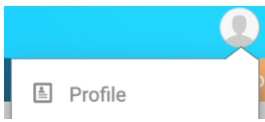


Step 1 – Follow this link to log into your RunSignUp account.
<https://runsignup.com/Profile>.

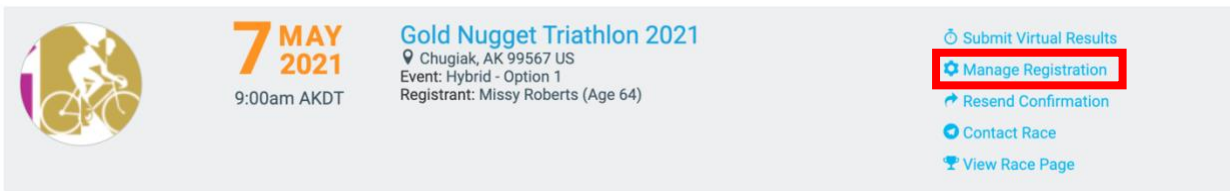
Step 2 – Click on the 'profile' icon in the upper right corner to sign in.



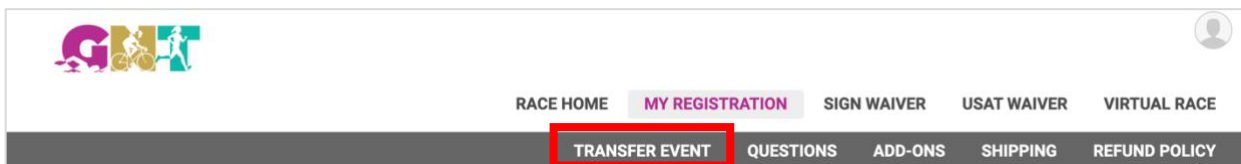
Step 3 – Once signed in click on 'profile' (also in a dropdown when clicking on your profile icon). Any event you have registered for using RunSignUp will be seen in your list of events.



Step 4 – Locate the Gold Nugget Triathlon 2021 event you are registered for. Click on 'Manage Registration'.



Step 5 – There are several tabs at the top of the page that allow you to make your own updates and changes to your registration. For example, to change to another GNT event (e.g. from hybrid to virtual) simply select 'Transfer Event' and 'start your transfer', then select the event you want to transfer too, and it will take you to a new registration page. Yes, you do have to complete the registration process again; however, it will not charge you.



You are Empowered – Here are some other items you may want to change/update

- Need to change your emergency contact info? Select the 'Questions' tab.
- Want to change your swim wave time (Hybrid 1) or run wave time (both Hybrid events)? Select the 'Questions' tab and scroll through any of the questions you may want to update.
- Want your swag shipped to you or make shipping payment? Select the 'Add-ons' or 'Shipping' tab.
- Can't find your original registration email confirmation? Select 'My Registration' and then the 'Resend Confirmation E-mail/Barcode'.

Questions? Email info@goldnuggettriathlon.com.