

# How to register for an Aquabike event on [www.vtsmts.com](http://www.vtsmts.com) via Run Sign Up!

1. You must have an Account/Profile on [www.runsignup.com](http://www.runsignup.com)
2. Go to the Event page and verify that the event has an Aquabike category!
3. This information can be found on the Event Page on the Top Left Corner Section of the Event Page!

The screenshot shows the website for the Virginia-Maryland Triathlon Series. The event page for 'Kinetic Half (Lake Anna, VA) - May 9, 2015' is displayed. On the left side, there is a sidebar with event details: TIME: 7:00 AM, DATE: Saturday, May 9, 2015, PLACE: Lake Anna State Park - Spotsylvania, VA, DISTANCE: 1.2 Mile Swim (lake), 56 Mile Bike (rolling), 13.1 Mile Run (rolling), and AQUABIKE: Yes (Find it on the Race Category Page). A red arrow points from the 'AQUABIKE: Yes' text to the 'Register!' button. A large white box with the number '1' is overlaid on the right side of the event details.

1

If the Event has an Aqua Bike Category it will be located HERE  
if the Event Does NOT have an Aqua Bike Category it will simply say NO here

## Sign into your Run Sign Up Account/Profile

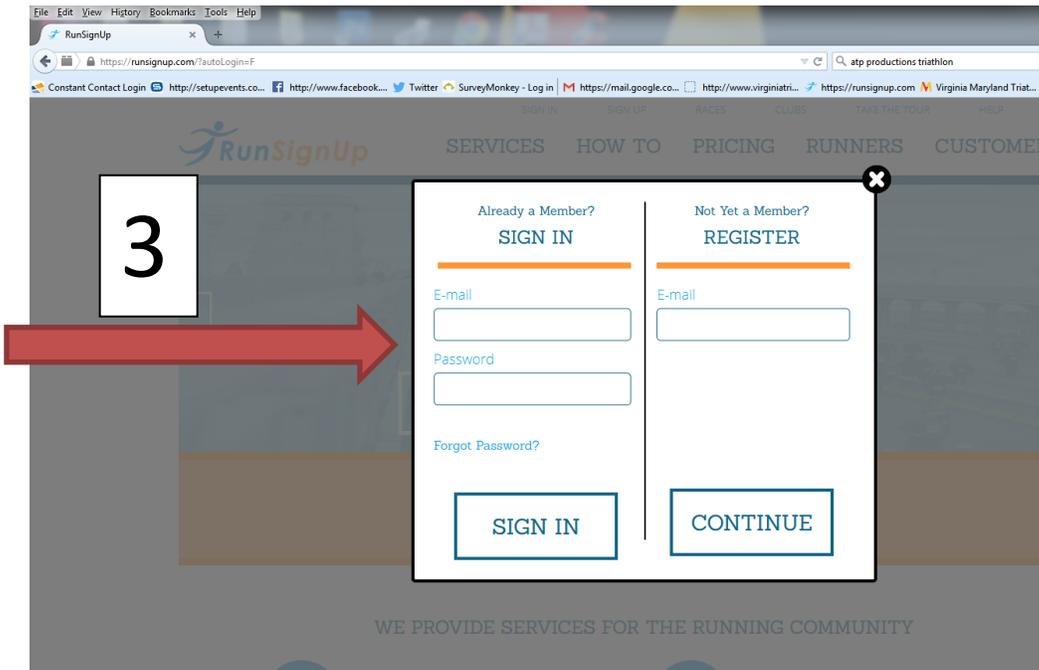
The screenshot shows the RunSignUp website homepage. The navigation bar includes 'SIGN IN', 'SIGN UP', 'RACES', 'CLUBS', 'TAKE THE TOUR', and 'HELP'. A red arrow points to the 'SIGN IN' button. Below the navigation bar, there is a large banner with the text 'Create and manage your race for FREE!' and 'Race day couldn't be easier.' There are two buttons: 'TAKE THE TOUR' and 'CREATE RACE'. Below the banner, there is a 'Find a Race' section with a search bar and a 'SEARCH' button. A large white box with the number '2' is overlaid on the right side of the search bar.

2

## Step by Step Instructions

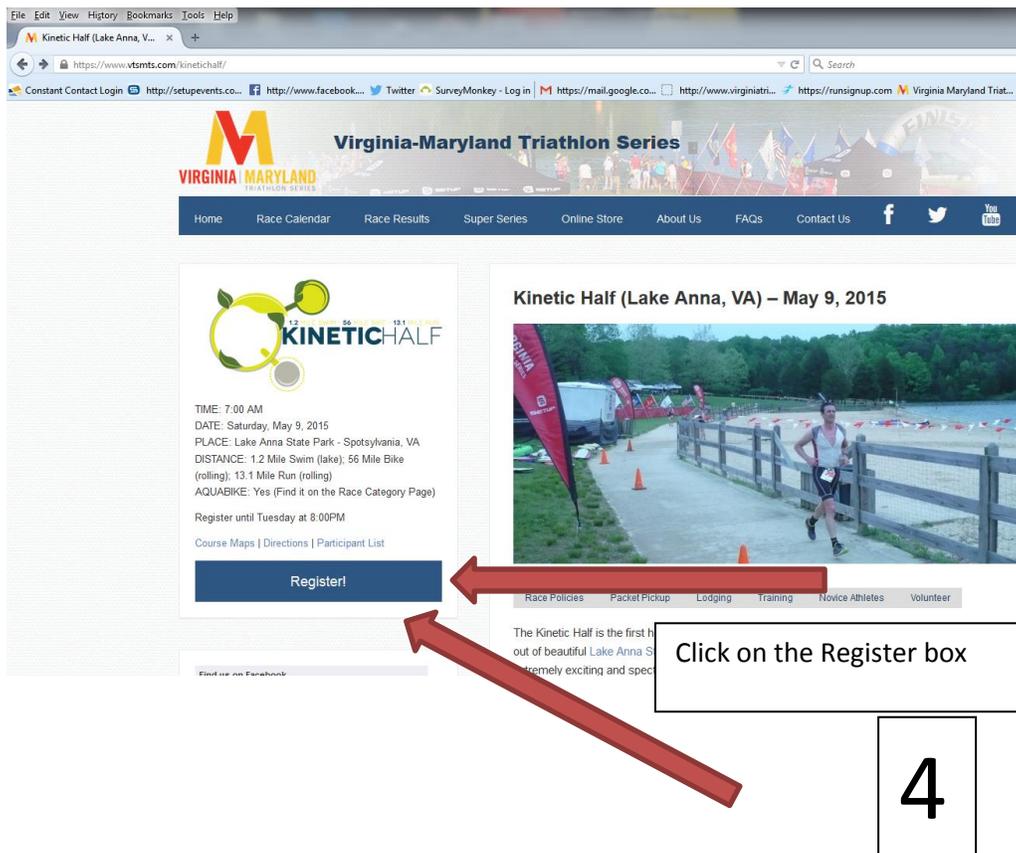
1. Check to see if the event has an Aqua Bike Category

2. Sign in to your account/ create account

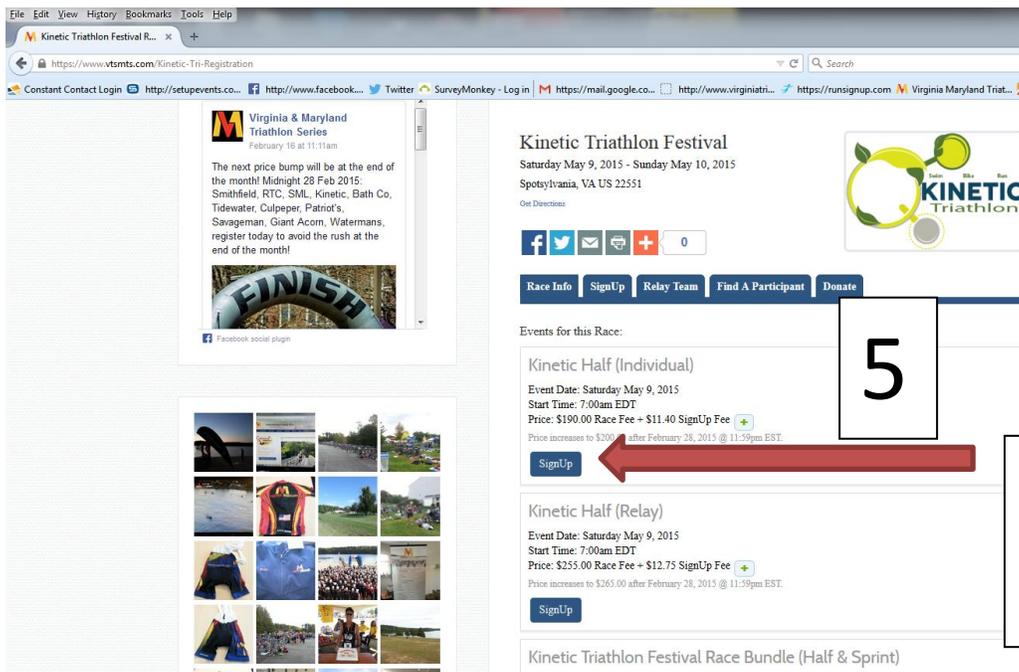


### 3. Sign into Account

You can search for the event on the Run Sign Up site or go back to the Web Page and click on the Register Button

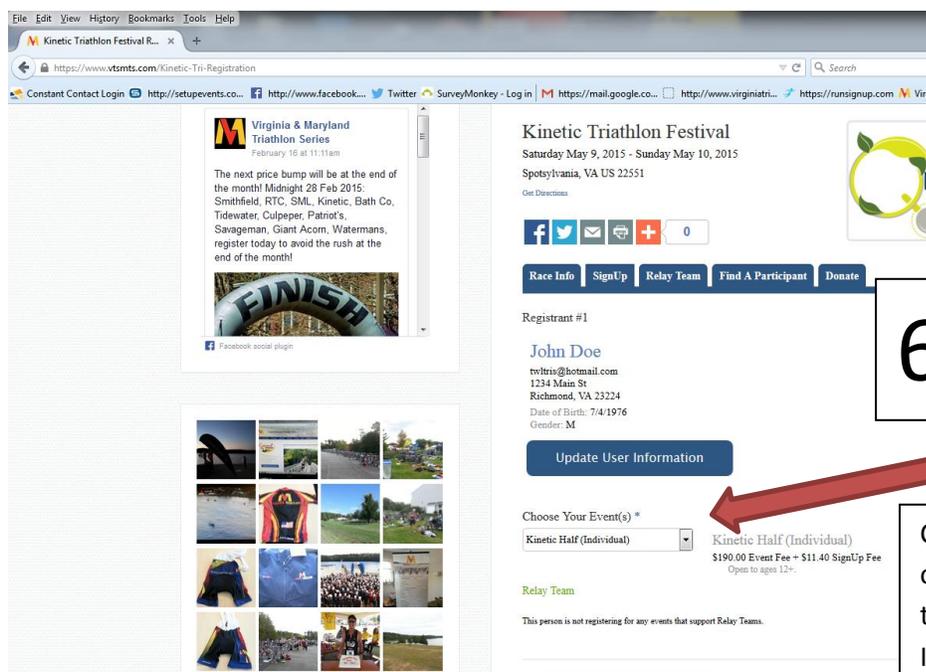


### 4. Click on the Register Box



Click on the Sign Up box of the event you would like to participate in: Half, Sprint, International (if there is one)

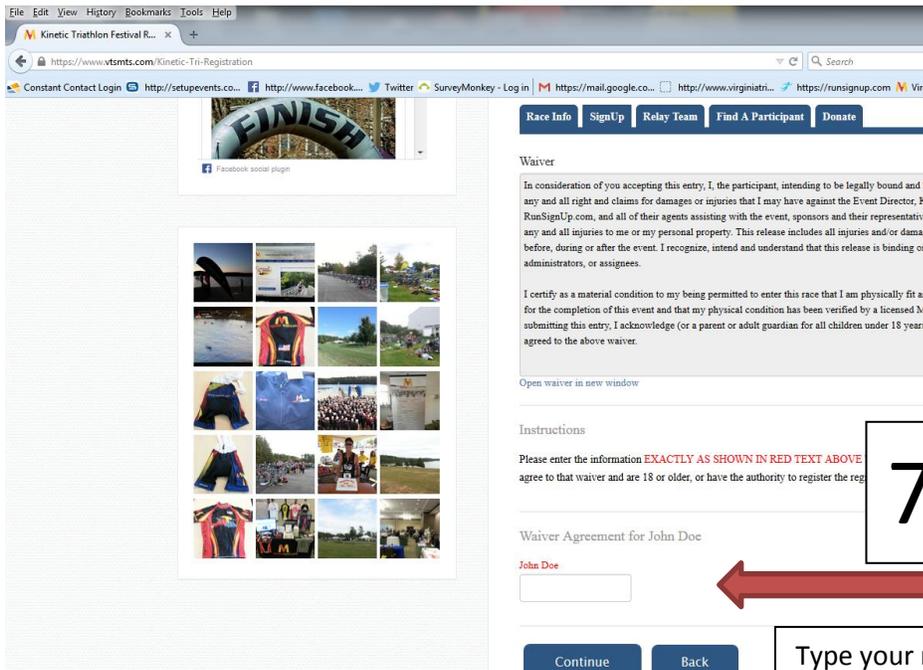
5. Click on the Sign Up box of the event you would like to participate in



Click on the pull down menu of the event you would like to participate in: Half, Sprint, International (if there is one)

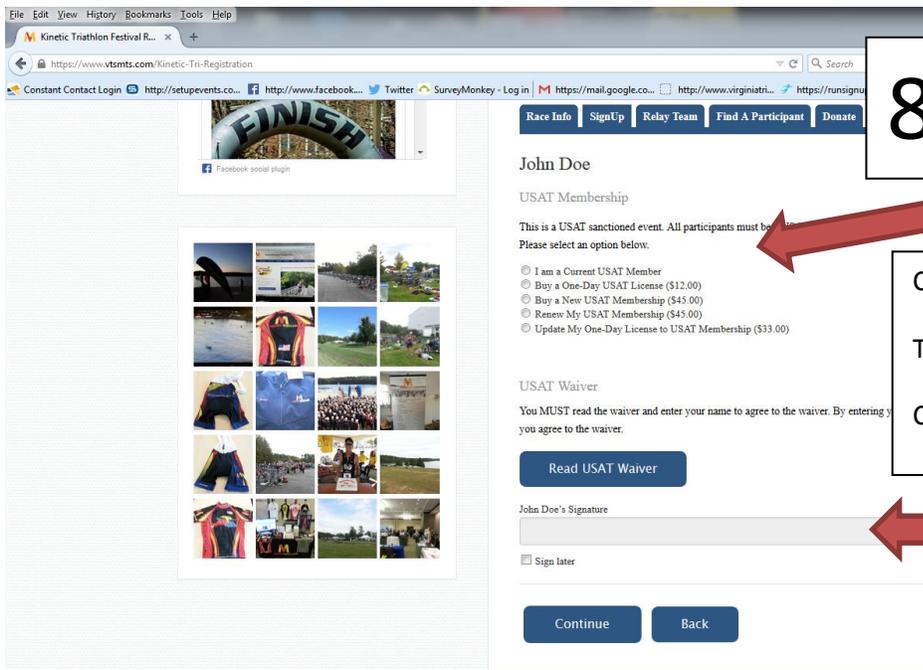
Then click on Continue box

6. Click on the pull down menu of the event you would like to participate in



7. Type your name in the Waiver Box and Click Continue

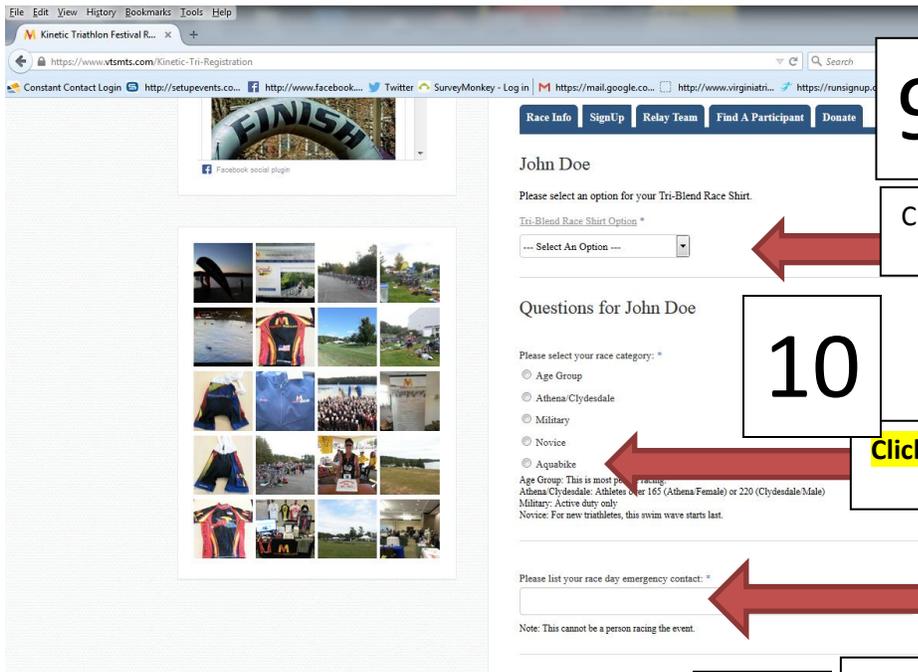
Type your name in the Waiver Box  
Click Continue



8. Click on your USAT status  
Type your name in the Signature Box  
Click Continue

8

7



9

Click on your T Shirt Size

10

9. Click on your T-Shirt Size

10

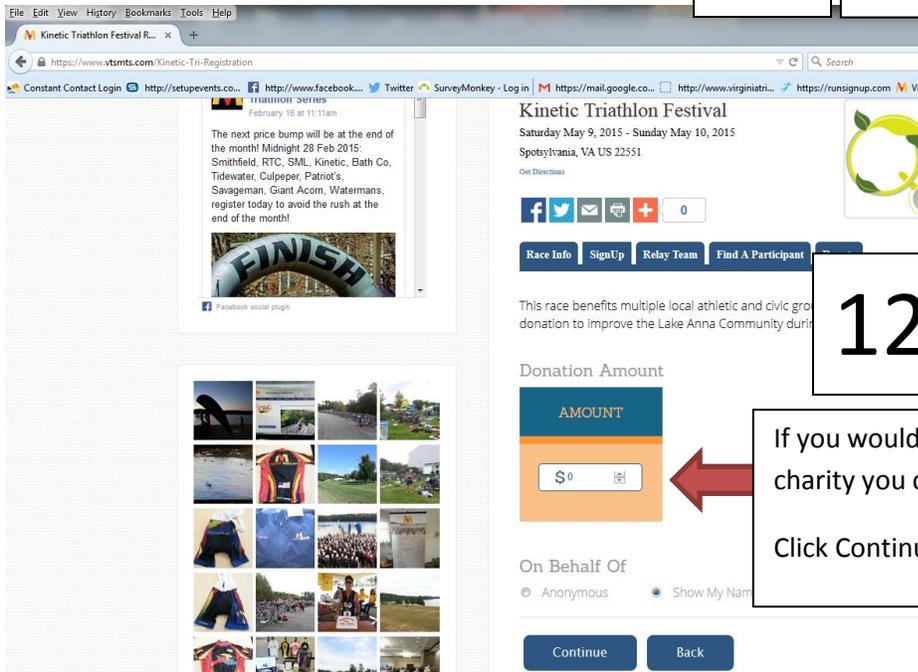
Click on Aquabike Category

10

10. Click on Aquabike Category

11

Fill in your emergency contact info  
Click Continue



12

If you would like to donate to the race charity you can do so here  
Click Continue

11. Fill in your emergency contact info

Click Continue

12. If you would like to donate to the race charity you can do so here

Click Continue

File Edit View History Bookmarks Tools Help

Kinetic Triathlon Festival R... x +

https://www.vtsmts.com/Kinetic-Tri-Registration

Constant Contact Login http://setupevents.co... Facebook social plugin

John Doe

Kinetic Triathlon Cycling Jersey

Kinetic Triathlon Champion System Cycling Jersey Club Cut, Men's Sizes!

Option	Price	Quantity
X-Small	\$95.00	<input type="text" value="0"/>
Small	\$95.00	<input type="text" value="0"/>
Medium	\$95.00	<input type="text" value="0"/>
Large	\$95.00	<input type="text" value="0"/>
X-Large	\$95.00	<input type="text" value="0"/>
XX-Large	\$95.00	<input type="text" value="0"/>

VTS-MTS Cycling Jersey

The New Authentic Virginia-Maryland Triathlon Series Cycling Jersey!

Option	Price	Quantity
Small	\$95.00	<input type="text" value="0"/>
Medium	\$95.00	<input type="text" value="0"/>

13

If you would like to purchase an add on item you can do so here

Click Continue

13. If you would like to purchase an add on item you can do so here

Click Continue

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https://www.vtsmts.com/Kinetic-Tri-Registration

Constant Contact Login http://setupevents.co... Facebook social plugin

Race Info Sign Up Relay Team Find A Participant Donate

Review your registration information:

Race Information

Race: Kinetic Triathlon Festival

Registrants

Name: John Doe Address: 1234 M...  
 E-mail: jwtrns@gmail.com City: Richmond  
 Date of Birth: July 4, 1976 State: VA US  
 Age: 39 (On Race Day) Zip Code: 23224  
 Gender: M Phone: 919-123-4567  
 Event: Kinetic Half (Individual)  
 (Sundays May 9, 2013)  
 Tri-Blend: Extra Small  
 Race Shirt:

Add Another Registrant

Registration Cart

Kinetic Half (Individual)	\$190.00	\$19
• John Doe		
Tri-Blend Race Shirt	\$0.00	\$0.0
• Extra Small		
USAT One-Day License	\$12.00	\$12
• John Doe		
Base Cost:	\$202.00	
Processing Fee:	\$12.12	
<b>Total:</b>	<b>\$214.12</b>	

Coupon Code

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You can verify your information here

14. You can verify your information here

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https://www.vtsmts.com/Kinetic-Tri-Registration

Constant Contact Login http://setupevents.co... f http://www.facebook... Twitter SurveyMonkey - Log in https://mail.google.co... http://www.virginiatri... https://rur

Questions for John Doe

Please select your race category:

- Aquabike

Please list your race day emergency contact:

- Jane Doe

Emergency Contact Phone Number

- 919-272-4561

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Credit Card Information

First Name \*  Last Name

Address \*  City \*

Country \*  State \*

Zip Code \*

Card Number \*  CVV (Car

Expiration Date \*

You can clear this transaction within 15 minutes. After that all sales are final.

15. Enter your credit card info

15

Enter your credit card info here

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Kinetic Triathlon Festival R... x +

https://www.vtsmts.com/Kinetic-Tri-Registration

Constant Contact Login http://setupevents.co... f http://www.facebook... Twitter SurveyMonkey - Log in https://mail.google.co... http://www.virginiatri... https://runsignup.com

23224

Card Number \*  CVV (Card security cod

Expiration Date \*

You can clear this transaction within 15 minutes. After that all sales are final and there are :

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16. Click on Confirm Payment

Click on Confirm Payment Here

