



TEAM ENTRIES

It is super simple to register a team for the ASB Auckland Marathon 2018.

KEY DATES:

Registrations Opens: 30th November 2017 11:00am

Invoice payment Due: Within 30 days of receiving the invoice.

PAYMENT OPTIONS:

1. **If your boss is shouting:**

A. Upfront Payment:

- Email at aucklandgroups@ironman.com
- Detail the amount of entries per event (e.g. 2 x marathon entries)
- Detail any additional purchases you would like to purchase (2 x 1 way ferry tickets)
- We'll provide you with a discount code to allow your staff to register free of charge.
- We'll send an invoice to be paid within 30 days

B. Pay Later

- If you are unsure how many staff will be participating this is the option for you.
- Email at aucklandgroups@ironman.com
- Detail the specific event costs you would like to cover (entry fees, transport, merchandise)
- We'll provide you with a discount code to allow your staff to register free of charge
- We will provide an invoice once the groups registrations are complete.

B. Staff pay individually

- Follow the step by step instructions to register and create a team (ignore references to discount codes).

All Team/ Group registration entries align with the 2018 ASB Auckland Marathon Refund/Transfer policies.

REGISTRATION PROCESS

Team Entry Process: Team Captain

1. Enter through the website <https://aucklandmarathon.co.nz/>
2. Select your chosen event distance, 12km, half etc.
3. Complete the prompted Participant Information questions
4. Under the heading "Team Information" please select "create a team" and enter a team name and password.
5. At Checkout, enter your discount code into the Coupon Code box and click apply. The discounted price should be displayed.
6. Complete your registration and enjoy training!
7. You can now share your team name, password and discount code with your staff

Team Entry Process: Staff

1. Enter through the website <https://aucklandmarathon.co.nz/>
2. Select your chosen event distance, 12km, half etc.
3. Complete the prompted Participant Information questions
4. Under the heading "Team Information" please select "join a team" and enter your team name and password.
5. At Checkout, enter your discount code into the Coupon Code box and click apply. The discounted price should be displayed.
6. Complete your registration and enjoy training

If you would like to be entered as a non-participating Team Captain please specify this in your email to aucklandgroups@ironman.com, we will require the following information:

- Name
- Email
- Contact ph number
- Team Name
- Password

BULK BIB COLLECTION:

CONDITIONS:

- a. **For groups of 20+ ONLY**
- b. Must request the bulk bib collection service by 14th September
- c. Will only include group members registered into your team by the 14th September.
- d. If the participant transfers their entry or distance post 14th September they will not be included in this collection service.
- e. Does not include any merchandise purchases
- f. Does not include any additional purchases post 14th September (e.g. transport tickets)

PROCESS:

1. Confirm use of the Bulk Bib Collection Service prior to 14th September 2018
2. A report of all participants included in your collection (& any transport tickets) will be emailed to you the week following the 14th September.
3. Must provide the contact details of 1 staff member to collect on behalf of the group by 14th October 2018
4. Bulk Bib Collection Briefing document sent on the 19th October 2018

NOTE: Any group members registering or editing their registration after the closing time (14th September 2018) will need to take responsibility for the collection of their own race pack.