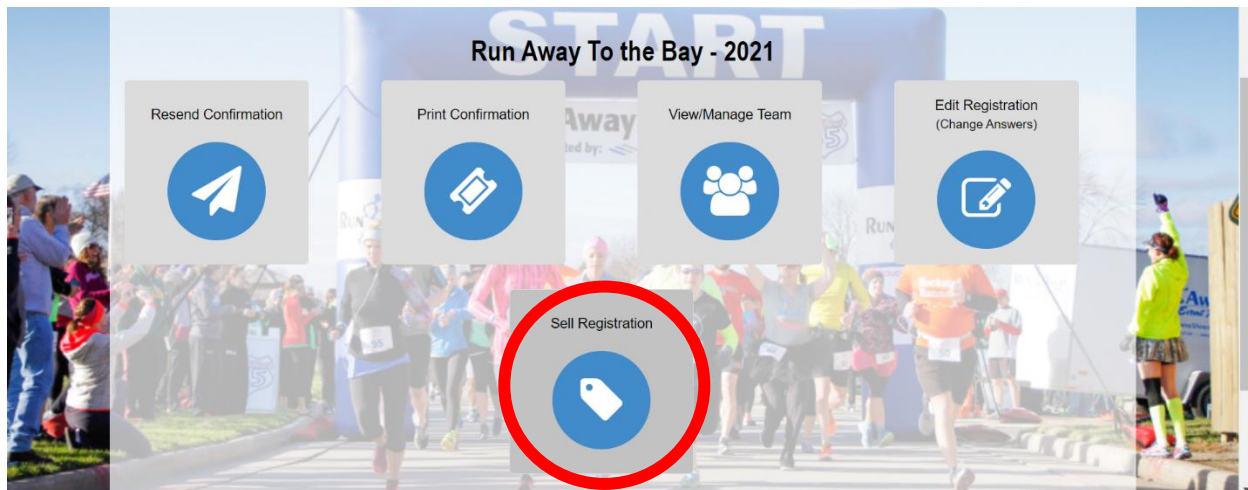


How To Transfer A Registration – Run Away to the Bay

1. Go To Your Confirmation E-Mail. Click on the green **Manage Your Registration** button

Category	Team Rela
Division	Open Won
How did you hear about this event	Other
Manage Your Registration	

2. Choose **“Sell Registration”**



3. Enter the amount you want to sell your registration for in the **Your Refund** Box
4. Enter the e-mail of the individual you want to sell your registration to.

RACE entry My Races My Settings Director View **LOGOUT**

Run Away To the Bay - Run Away To the Bay

[Return to Dashboard](#)

Selling Sample Sample's Registration

Max Refund - \$0.00

Current Price	\$65.00
Price You Paid	-\$0.00
Price Difference	\$65.00
Transfer Fee	\$0.00
Your Refund	\$ 0.00

Total Sale Price: \$65.00

Online fee not included

Buyer Email:

[Send Email](#)

5. When you send the e-mail, you will see this:

RACE entry My Races My Settings Director View LOGOUT

Run Away To the Bay - Run Away To the Bay

[Return to Dashboard](#)

Selling Sample Sample's Registration

Max Refund - \$0.00

Current Price	\$65.00
Price You Paid	- \$0.00
Price Difference	\$65.00
Transfer Fee	\$0.00
Your Refund	\$ 0.00

Total Sale Price: \$65.00
Online fee not included

Buyer Email:
[Send Email](#)

[Progress](#)
Buyer: events@runawayshoes.net
Status: Awaiting Payment
[Cancel Buyer](#)

6. The Recipient/Purchaser will receive an e-mail that looks like this. They need to click the **Complete Transfer** button.

Run Away To the Bay registration transfer from Sample Sample [Inbox x](#)

support@raceentry.com via amazonses.com
to me

Run Away To the Bay - 2021

Sample Sample

has initiated a transfer of their **Run Away To the Bay** entry to you.
Based upon the size of refund they selected, here are your cost details:

Run Away To the Bay Price: \$ 65.00
Transfer Fee: \$ 0.00
*Sub Total: \$ 65.00

[Complete Transfer](#)

If you were to purchase a new registration it would cost you *\$65.00.

*Additional fees and charges may apply.

7. They will be taken to a registration page and will need to fill out the form:

Run Away To the Bay - 2021

Transfer from Sample Sample

First Name*

Last Name*

Email*

Address*

Postal Code*

Phone Number*

Birth Date*

Gender* Female Male

8. From there the new participant will need to fill out their **billing information**.
9. The seller will receive an e-mail once the buyer has completed their part. **The seller needs to open that e-mail and approve the transfer.**
10. In 2-3 business days, the seller will receive payment.
11. If the buyer wants to change teams, e-mail events@runawayshoes.net

**If there are any issues in the process, please e-mail
events@runawayshoes.net**