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### TEAM REGISTRATION - ONLINE PROCESS

If you wish to register as a team, please follow the below online process. Please note that you can register up to 30 participants per company. The participation fee is 15€ (including VAT) for each participant. You can also request for an invoice. You will have to assign one admin/team leader that will handle the team registration online. The team leader will have to create an account on the following website "[www.myrace.gr](http://www.myrace.gr)" using the link indicated below.

#### TEAM LEADER STEPS

1. Please follow the link [here](#) to create a new account. Once you fill in all details required click the button **Register**.
2. Your login details have now been created. Please go to **Registrations** on the top right corner. Search for the race "**Posidonia 2018 Running Event**", click on Races → Registration → Group Registration (orange button).
3. You will now have to enter the team leader contact info (Name, Surname, Team Name) and if you wish an invoice or not. Make sure you have your company's invoice details available. (Please note that if you wish to receive an invoice you must select the field "invoice" and add the company's invoice details at this point. If you do not select an invoice at this step the field cannot be edited later.) At the end of the form click the registration button to finish the process.
4. Now you can add names onto the table that has been created by clicking **add**. You will have to complete a form each time with the personal information of each participant. i.e. Name-Surname-Nationality-Sex-Date of Birth-T-shirt size and Contact Info.
5. You can add all names in one login or at different logins. You cannot edit or remove names. If you need an alteration, please send an email with **all** changes to [info@myrace.gr](mailto:info@myrace.gr)
6. You will also receive an email by [info@myrace.gr](mailto:info@myrace.gr) titled "**myrace - Successful Group Creation.**" You can use the link indicated in the email to go directly to your page and add more names or make a payment.

#### PAYMENT

Payment must be done in full within 15 days of registration. It. All payment methods can be found online once you register. You can either:

- Make a bank deposit
- Pay at the offices of "ALL ABOUT RUNNING"



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- [Make an online payment](#)