



Online Team Registration

How to Create Your Team

- ✦ Visit our website at www.plungeillinois.com and click on the “Register Now” snowflake, which will direct you to our secure online registration and fundraising website.
- ✦ Once at the Firstgiving start page with the Law Enforcement Torch Run Benefiting Special Olympics Illinois header, click the **GET STARTED** button.
- ✦ At the next page, you will be prompted to choose your event / Plunge location.
- ✦ Select **Register online now** - create a fundraising page and join a team.
- ✦ Follow the online instructions to complete your individual registration.
- ✦ At the end of registration, you will be asked: **Want to be part of a team?**
- ✦ As team captain, utilize the ‘Add a new team’ option.
 - Enter **Team name** in the first open field and click the ‘add+’ button (if applicable, enter your organization name in the second field)
 - Please double-check the list of existing teams to ensure your team is not already listed! If you create a duplicate team by mistake, report the problem to us at polarplunge@soill.org so we can correct this issue as soon as possible.
- ✦ Once your team is created, it is easy for remaining team members to join!

How Do Teammates Join My Team?

- ✦ Once the team captain has created your team following the steps above, you are ready to begin spreading the word to your teammates!
- ✦ Visit our website at www.plungeillinois.com and click on the “Register Now” snowflake, which will direct you to our secure online registration and fundraising website.
- ✦ Once at the Firstgiving start page with the Law Enforcement Torch Run Benefiting Special Olympics Illinois header, click the **GET STARTED** button. At the next page, you will be prompted to choose your event / Plunge location.
- ✦ Select **Register online now** - create a fundraising page and join a team. Follow the online instructions to complete your individual registration.
- ✦ At the end of registration, you will be asked: **Want to be part of a team?**
- ✦ Under the **Find a team to join** option, you can either search by team name or display all teams. Select your team to start your online fundraising!

