



The 2026 Flying Pig Marathon Weekend Charity Coordinators Resources

Navigating Race Roster as a Fundraising Coordinator - <u>How to video</u>

\*Watch this video before proceeding\*

In order to utilize the resources below, you must first be granted access to your charity coordinator dashboard on Race Roster.

You will only be able to accept donations once your payment profile is in pending or approved status.

How to set up a USD fundraising payment profile

#### **Donations:**

How do I enter offline donations

https://support.raceroster.com/hc/en-us/articles/7912427712916-How-to-redirect-donations-as-an-event-organizer-fundraising-coordinator

\*as long as the donation is going to the same charity we can redirect to the correct runner\*

Your fundraiser list

#### **Automated donation tax receipts:**

How to turn on Race Roster automated Tax Receipting here

#### **Page Stylings:**

How to edit your page stylings

## **Recommended sizing:**

- Banner 1920X380 pixels
- Logo 200X200 or 400X400 pixels

## How page styling updates reflect:

Individual pledge pages

Fundraising organization page

Donation Thank you page settings

# Pledge page sharing:

How to share your individual pledge page

## Participant resources:

Password reset

Participant Race Roster resources

# Charity Coordinators have access Race Roster support in a few different ways:

- For charity specific questions tax receipting, charity description changes, fundraising metrics/reporting, etc, you can connect with Race Roster's Fundraising Specialist at fundraising@raceroster.com
- For any support inquiries runners needing assistance with pledge pages, donation redirects, registration questions, general Race Roster support questions, you or your runners can connect with the support team at support@raceroster.com
- You can connect with them via phone 1-855-969-5515 between the hours of:

9AM-8PM EST Monday to Friday

7AM - 8PM EST Saturday

7AM to 3PM EST Sunday

Charity How To Vidyards linked below(before watching each video please click this link to be on the right page):

How to navigate the Dashboard:

How to turn on Race Roster tax receipting:

Fundraising Reporting (Donation & Fundraisers report)

How to create payment Profile

How can I edit my charity styling