

## Instructions for registration for the 2019 Ukrop's 10k for Team Henrico

- Click [here](#) or head to [sportsbackers.org](http://sportsbackers.org) and click on events and select *Ukrop's Monument 10k*
- Click *register* and you will be directed to *runsignup.com*
- If you have an account already with *runsignup.com* click on *sign in*, if you do not have an account then follow the directions shown on the screen.
  - o Select the appropriate wave type for you, either seeded runners who have a time verification of a previous race, or unseeded runners/walkers who are walking or do not have a time verification of a previous race. Then click *continue*.
  - o Follow the rest of the prompted instructions going through the waiver, questions regarding t-shirt size & emergency contact, if you would like to make a donation, and extra purchases.
  - o When you reach the *review your registration information* page take a minute to make sure your information is correct. This is where you will apply the county **DISCOUNT CODE\***. There are two different codes so be sure you choose the correct code.
    - General Government Employees: **HENRICOHCG19**
    - Henrico County Public Schools: **HENRICOHCPS19**
- \*Utilization of discount codes is only available for full-time and permanent part-time county employees. Please do not share the discount codes with non-Henrico employees. Please note that if you are registering multiple people at once that you perform separate transactions.\*