

Please follow the steps below as you register for the 10 Week Wellness Challenge. If you have questions at any time, please contact Live Healthy Iowa at (888)777.8881 or info@livehealthyiowa.org.

Challenge registration is open December 1, 2022-January 23, 2023.

1. Go to www.livehealthyiowa.org and click the orange 'Join Today' button, located just below the challenge banner.

2. Challenge Registration – Team Setup

- Enter your company, community or organization's assigned **Group ID**. (If you are not participating with an organization, leave this field blank.)
- Enter the **Team Name** and the **Number of Members** you are registering at this time. Roster additions can be made by the team captain at a later date.
- Select the division(s) the team will participate in (activity minutes, weight loss, OR both).

3. Challenge Registration – Captain

- Enter the **Team Captain's First Name, Last Name, Email Address** and a complete **Mailing Address** where the team packet will be sent. (If a business address, please include the business name.)
- Select '**Yes**' if the captain will be a participating member of the team. If the Captain will not participate on this team, select '**No**'. (A person can be the captain of multiple teams, but may only participate on one.)

4. Challenge Registration – Team Members

- Enter the **First Name, Last Name** and **Email Address** for each team member.
- If a team member does not have an email address, or is sharing an email address with another participant, leave this field blank. The email address entered here will be used as the username and may not be shared with another person.

5. Enter the **T-shirt Size** (or select None) for each team member and click '**Next**'.

6. Challenge Registration – Subsidy

- If you were not provided a **Subsidy Code**, click '**Skip**'.
- If you are registering with a company, community or organization that is covering any portion of the registration fee, enter your assigned **Subsidy Code** and select '**Yes**' for each team member for which it applies. Click '**Next**'.

7. Registration Payment

- Review your team information for accuracy.
- Enter credit card information, if a balance remains. (Please note, the beneficiary of this transaction will appear as "Iowa Sports Foundation" on your billing statement.)
- Click '**Submit**'.

Congratulations, you are registered for the challenge! You will receive a confirmation email with the instructions needed to access your Live Healthy Iowa dashboard. Each of your team members will also receive an email with their login information. If an email address was not entered for a team member, please contact Live Healthy Iowa to receive the needed login information.