

## HOW TO SIGN UP WALKERS/TEAM MEMBERS

### *PRIOR TO SIGNING UP WALKERS/TEAM MEMBERS*

1. Set up your team at [www.crophungerwalk.org/winstonsalemnc](http://www.crophungerwalk.org/winstonsalemnc)
  - a. Check out this guide for step-by-step instructions:  
<https://support.crophungerwalk.org/section/registering/>

**Please note:** Several churches have identical names, so be sure to use the full name of your team and town when creating your team online so we can give credit to the right team. (Examples: First Baptist Church – WS or First Baptist Church – Clemmons.)

2. Prepare Walker Envelopes
  - a. Fill in the top portion of the envelope:
    - **Walk Name:** Winston-Salem/Forsyth County CROP Hunger Walk
    - **Walk Date:** October 20, 2024
    - **Congregation/School/Organization**

**Please note:** Several teams in the area have identical names, so be sure to put the full name of your team and town so we can give credit to the right team. (Examples: First Baptist Church – WS or First Baptist Church – Clemmons.)

- b. Fill in the shaded portion:
    - **Team Captain/Recruiter Name**
    - **Team Captain/ Recruiter Email**
    - **Team Captain/Recruiter Phone**
  - ✓ Helpful Hint: Type and print labels with the information of (a) and (b) to stick on each envelope to save you from handwriting on the envelopes.
  - c. Make copies of [footprints](#) and [CROPwicks](#) (if using) and cut them out.
  - d. Make copies of Walker Resources to give to walkers when they sign up
    - i. [Donor Tracking Form](#)
    - ii. [Receipts for Cash Donations](#)
    - iii. [Consent Forms](#) for Multiple Walkers using the Same Envelope
    - iv. Informational Sheet with Walk Day Details for your Team (optional, created by you)

### ***SIGNING UP WALKERS/TEAM MEMBERS***

1. Give an envelope to each walker, family, or group walking together. An envelope is not necessary if walker or group is only acquiring donations online.
2. Record the number of the envelope given to walker(s) on the Recruiter's Packet.
3. Show walkers where to enter the following information:
  - Name, Address, Email, Phone Number, and Number of Walkers represented by the envelope.
4. Show walkers where to sign "[Statement of Consent](#)" at the bottom. If child, parent or guardian will sign. If multiple walkers using the same envelope, give "[Consent Form for Multiple Walkers](#)" and instruct to have each walker sign and bring it on walk day.
5. Encourage walkers to join your online team and fundraiser online.
6. Tell walkers how they can earn a FREE Winston-Salem/Forsyth County CROP Hunger Walk t-shirt for fundraising. Refer to [Team Captain's Checklist](#) for more information.