

Challenge event registration checklist



CATS
PROTECTION

Step 1: Register

1. Commit to the fundraising target.
2. Read, digest and agree to our event [T&Cs](#).
3. Pay your registration fee.
4. Submit the registration form.



Step 2: Confirmation and portal access

Cats Protection will register your details and sign you up for event emails.

You'll be added to the organiser's/third-party portal or console.

Look out for an email from the organisers with a link to complete your registration.

Your registration is not complete until you follow the link in the email and finalise the process.

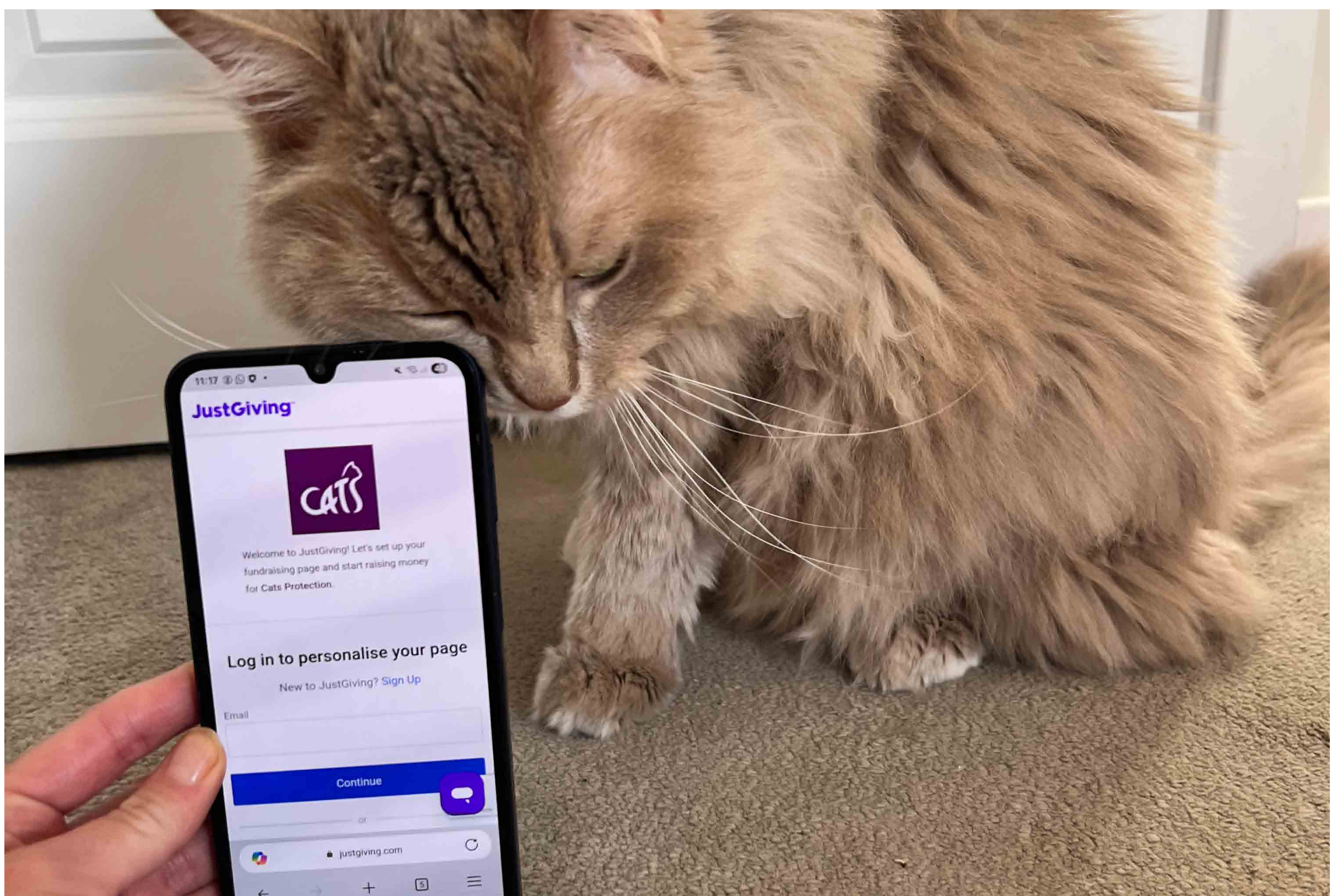
Some events have timing restrictions, so please complete this step promptly or you could lose your place.



Step 3: Set up your JustGiving page

Create your fundraising page on JustGiving.

Personalise it with your story, photos, and reasons for supporting Cats Protection. Don't forget to set your fundraising target to the correct amount for your event.



Step 4: Plan your fundraising

Break your fundraising target into monthly goals to stay on track.

[Use our fundraising planner](#) to help structure your efforts and you can create your own version to suit your lifestyle [here](#).



Step 5: Offline fundraising

If you're collecting donations offline, you can pay them in [via this link](#), and if you need a sponsorship form to collect Gift Aid, you can [download a copy here](#).

If you are planning to donate the funds yourself, you can do this [via this link](#).



Step 6: Withdrawal notice

If you're unable to take part, please let us know as soon as possible.

Portals usually close a few months before the event. After this time, we may not be able to offer your place to someone on our waiting list for the event, but we'll still need to cover the cost of your place.

Step 7: Race number and event info

Your race number will be sent by the organisers, usually up to two weeks before the event.

In some cases, you may need to collect your race number in person, organisers will confirm this. Please ensure you keep an eye out and read both emails from the organisers for event logistics, and emails from Cats Protection for fundraising inspiration and support.



**From all the
cats and kittens,
thank you so much
for choosing to
help us.**

If you have any questions please check out our [**FAQ page**](#),
or contact our team on [**events@cats.org.uk**](mailto:events@cats.org.uk)



Cats Protection is a registered charity 203644 (England and Wales),
SC037711 (Scotland) and is listed as a Section 167 institution by the
Charity Commission of Northern Ireland. | EVE_25_1029