

1. Sign-up as a race director under "Race Director's Link".
2. Log-in to your race director account.
3. Select "upcoming races" to add or "race results" to edit.
4. Select date, day, and time of your race.
5. In "Name" type name of your race.
6. In "Distance" type race distance(s).
7. In "Address" type location of race.
8. In "City" type city where race is being held.
9. In "State" type state where race is being held.
10. Add any flyers or links you have, including city of Wichita required map if you are closing streets.
11. In "Description" type additional info, such as contact phone number and/or email address.
12. Click "Add it" at the bottom.
13. Click the Status flag to green to activate your listing.
14. Don't forget to come back after your race and add the results.
15. Contact us at [info@runwichita.org](mailto:info@runwichita.org) if you have any questions.