

# PREVENT CANCER 5k WALK/RUN

## Prevent Cancer 5k Walk/Run Team Captain Guide



**Nationals Park**  
**Sunday, September, 25 2016**  
**8:00 a.m. to 12:00 p.m.**



Dear Team Captain,

Thank you for starting a team in support of the Prevent Cancer Foundation's 5k Walk/Run. Working together, we can ***Stop Cancer Before it Starts!*** and reach our projected goal of \$250,000 for our 2016 Walk/Run! We know asking for money can seem like a daunting task. Therefore, we have compiled this simple guide to assist you in your team captain role and fundraising efforts.

If you have questions, suggestions or concerns, please feel free to reach out to us for any assistance you may need in fundraising or team recruitment. We take great pride in our fundraisers and will do what it takes to help you reach your goal, because when you succeed, we succeed!

By registering as a team captain, you have taken on the challenge to encourage your teammates to lead a healthier lifestyle and help to raise vital dollars for cancer prevention. Thank you for making this commitment! The staff of the Prevent Cancer Foundation applauds your efforts!

For more information on how your support will make a difference, please refer to our Fundraising Guide or visit our website at [www.preventcancer.org](http://www.preventcancer.org). Want to see your goal update as it is happening? Please visit the event website at [www.preventcancer5K.org](http://www.preventcancer5K.org) to register your team today!

Thanks again for your support of cancer prevention...working together we can ***Stop Cancer Before it Starts!***

Sincerely,

Jessie Edington  
Special Event Manager  
[Jessie.Edington@preventcancer.org](mailto:Jessie.Edington@preventcancer.org)  
(703) 519-2119

# PREVENT CANCER WALK/RUN 5k

## [Why Support the Prevent Cancer Foundation?](#)

*The mission of the Prevent Cancer Foundation is saving lives through cancer prevention and early detection.* Since 1985, we have invested more than \$138 million in support of cancer prevention research, education, advocacy and community outreach programs nationwide. Our programs focus on cancers such as breast, cervical, colorectal, lung, oral, prostate, skin and testicular, that can be prevented through lifestyle changes or detected and treated in early stages.

Prevent Cancer is the only organization that focuses solely on cancer prevention and early detection. We continue to be a leader in the cancer community and were recently recognized by *Philanthropedia*, a charity watchdog group, as one of the top 14 high impact cancer charities in the United States. Our vision is to *Stop Cancer Before It Starts!* By joining us, you will be a part of that!

Learn more at [preventcancer.org](http://preventcancer.org)





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## TEAM CAPTAIN STEP BY STEP GUIDE

### **STEP 1:**

Register your team at [www.preventcancer5k.org](http://www.preventcancer5k.org). Click on Register and choose **Start a Team**.

### **STEP 2:**

Set your team goal on your team's fundraising page. We suggest a team goal of \$2,500.

### **STEP 3:**

Recruit your team. Ask 15-20 family, friends and co-workers to join your team by sending out email invitations from your Headquarters. Link your social media accounts as well to recruit team members!

### **STEP 4:**

Motivate your teammates. Send emails with important Prevent Cancer 5k Walk/Run information and fundraising tips. Encourage them to get the word out too!

### **STEP 5:**

Hold a fundraising event for your team to get everyone together. Host a garage sale, car wash or happy hour for an evening where the portion of all proceeds is donated to Prevent Cancer.



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## **STEP 6:**

Inquire about matching gifts from your workplace. Ask team members to find out about any company matching gift or sponsorship opportunities.

## **STEP 7:**

Send out an email with all event information to your team leading up to the Walk/Run. The Foundation will be sending information out to participants, but it is good for you to communicate directly with your team.

## **STEP 8:**

Celebrate your success and attend the Prevent Cancer 5k Walk/Run together!

## **STEP 9:**

After the event, encourage all team members to send special thank you messages or emails to their donors.

## **STEP 10:**

Make sure to thank your team members for their hard work!