

How To Guide **Switch Categories or Defer Your Registration.**

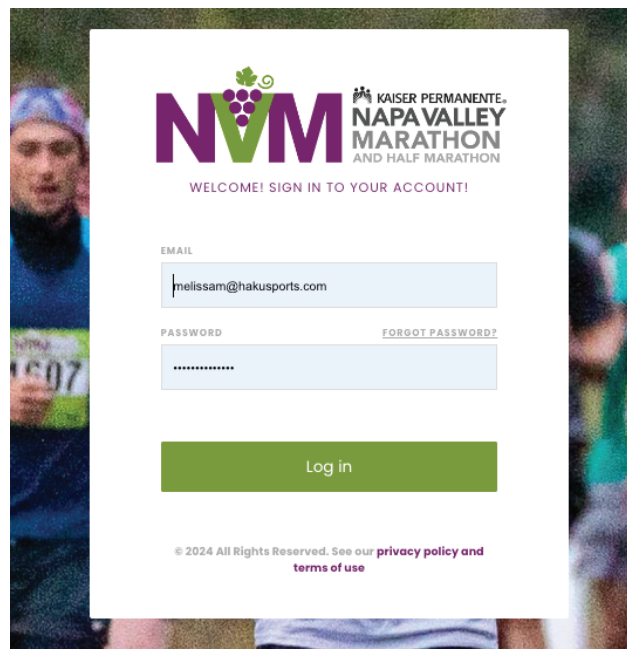
POWERED BY *haku*

How To Switch Categories or Defer Your Registration for the Following Year

01

Log in to your participant account

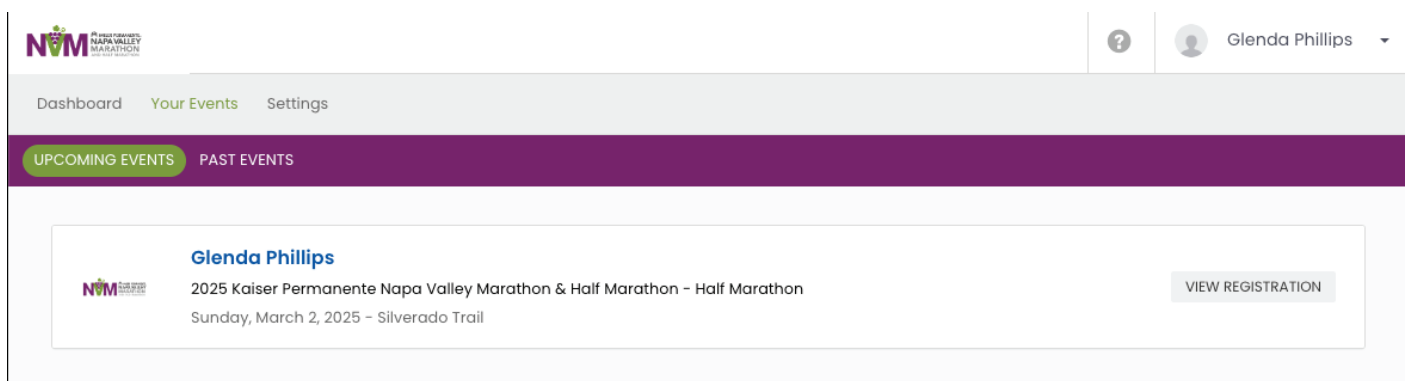
Inside your participant account you will have access to your registration, event products, and more. To log in to your participant account please visit: <https://manage.hakuapp.com/login/napa-valley-marathon-25>



02

Click on “Your Events”

Once logged in, click on the menu item “Your Events.” In this tab you will have access to all the information you entered on the registration form.



03

Click on “Registration Options”

Scroll to the bottom and select “Registration Options.” Inside this tab, you will have access to make changes to your registration, such as switching categories and deferring your entry for next year.

The screenshot shows the Napa Valley Marathon registration interface. At the top, the NVM logo is on the left, and a user profile for 'Glenda Phillips' is on the right. Below the logo is a navigation bar with 'Dashboard', 'Your Events', and 'Settings'. A purple banner at the top of the main content area reads 'Edit Registration' with a 'Close' button. The main content area displays the event details: '2025 Kaiser Permanente Napa Valley Marathon & Half Marathon - Half Marathon' on 'Sunday, March 2, 2025 - Silverado Trail'. A 'View Results' button is visible. A section titled 'Your Registration Information' contains fields for 'WHAT IS YOUR EXPECTED FINISH TIME?' (2 HOURS, 2 MINUTES, AND 3 SECONDS), 'EMAIL' (GLEBNDHD@AOL.COM), and 'NAME'. Below this, a green checkmark indicates that the user has read and agreed to the 'Terms and Registration & Participant Waiver'. At the bottom left, there is a 'Close Without Saving' link. At the bottom right, there is a 'We are online!' status indicator and a 'Registration Options' button with an upward arrow.

Dashboard Your Events Settings

Edit Registration Close

GLEDA PHILLIPS
2025 Kaiser Permanente Napa Valley Marathon & Half Marathon - Half Marathon
Sunday, March 2, 2025 - Silverado Trail

View Results

Your Registration Information

WHAT IS YOUR EXPECTED FINISH TIME?
2 HOURS, 2 MINUTES, AND 3 SECONDS

EMAIL
GLEBNDHD@AOL.COM

NAME

I, Glenda Phillips, have read and agree to the Terms and Registration & Participant Waiver

Close Without Saving

We are online!

Registration Options

Defer for Future
Switch Categories

04

Select Your Registration Change Option

Then select the option you want:

- Defer for Future
- Switch Categories

05 Categories: Upgrade

If you are upgrading, you will be charged the difference from what you originally paid for that category. You will be charged a **fee**. The last date to make changes is February 1, 2026.

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SWITCH CATEGORIES

SELECT NEW CATEGORY

Marathon

There's a \$81.28 charge to switch to this category. Select a payment method ⓘ

THERE ARE CUSTOM QUESTIONS FOR THIS NEW CATEGORY. PLEASE ANSWER THEM ACCORDINGLY.

06 Categories: Downgrade

If you are downgrading, you will be charged a **fee**. The last date to make changes is February 1, 2026

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SWITCH CATEGORIES

SELECT NEW CATEGORY

Half Marathon

There's a \$23.00 charge to switch to this category. Select a payment method ⓘ

THERE ARE CUSTOM QUESTIONS FOR THIS NEW CATEGORY. PLEASE ANSWER THEM ACCORDINGLY.

07 Deferring

If you choose to defer your registration to the following year, you will receive complimentary entry on next year's registration fee. You will also be charged a **fee** to defer. The last date to make changes is February 1, 2026.

DEFER REGISTRATION

If you are unable to participate in the 2025 Kaiser Permanente Napa Valley Marathon & Half Marathon, you have the opportunity to defer your 2025 entry. Please read carefully.

- Kaiser Permanente Napa Valley Marathon & Half Marathon ancillary product purchases are nonrefundable.
- Your 2025 entry fee and ancillary purchases will not be refunded
- Your 2025 ancillary purchases will not be applied toward your 2026 application.
- You will be required to claim your 2026 registration when registration opens.
- You will not receive a participant packet, bag or participant t-shirt for the 2025 event.
- Deferral is not an option for those who received an entry through charity or sponsor entries

There is a \$108.50 deferment fee. Please select a payment method

PAYMENT METHOD


Visa ending in *4242

Defer and Pay \$108.50

Don't Change

08 Confirmation Email

Once you've successfully completed your registration change, you will receive a confirmation email of the change.



REGISTRATION UPDATE

You have successfully deferred your 2025 Kaiser Permanente Napa Valley Marathon & Half Marathon registration. As a reminder:

- Kaiser Permanente Napa Valley Marathon & Half Marathon ancillary product purchases are nonrefundable.
- Your 2025 entry fee and ancillary purchases will not be refunded
- Your 2025 ancillary purchases will not be applied toward your 2026 application.
- You will be required to claim your 2026 registration when registration opens.
- You will not receive a participant packet, bag or participant t-shirt for the 2025 event.
- Deferral is not an option for those who received an entry through charity or sponsor entries