



**Exports** - Using the Export tool, Race Directors can collect information important to their event.



### Export Applicants

**Applicant Export**

Fields to include:		Fields not to include:	
Applicant Member(s) Fields (individual member info)			
+		<<	id applicant_id first_name middle_initial last_name birthdate
-		>>	
Application Fields (payee info)			
+		<<	event_name id race_event_id heard_about_from accommodation_type team_name
-		>>	
Event Question Fields:			
+		<<	- response
-		>>	
Event Discount Fields:			
+		<<	- count - price - response
-		>>	
Event Cost Fields:			
+		<<	Race Registration - count Race Registration - price
-		>>	
Last exported: N/A			
Start Date (YYYY-MM-DD HH:MM:SS):		<input type="text"/>	
End Date (YYYY-MM-DD HH:MM:SS):		<input type="text"/>	
File Format:		<input checked="" type="radio"/> Tab Delimited <input type="radio"/> HTML	
Include Field Names in First Row:		<input checked="" type="radio"/> Yes <input type="radio"/> No	
Applicant Status:		<input checked="" type="radio"/> Paid <input type="radio"/> Unpaid	
<input type="button" value="Begin Export"/>		<input type="button" value="Reset"/>	

Exporting information is an easy way to gather statistical information and other important data required to help your event succeed! Race Directors have full export abilities for their events by going to the admin area and selecting Import/Export for the utilities.

Thanks,

**Running Room Events Team**

[eventsadmin@runningroom.com](mailto:eventsadmin@runningroom.com)