

# How to Enter Online at RPAYC

FOR SKIPPERS ENTERING A FULL SERIES (this process is the same for entering a race as a casual, select casual entry)

**Step 1:** Select the Series you wish to enter. You may enter the full Summer Series, a selection of Series(s) or an individual Series. Only enter the Series you know you will be competing in, at anytime you can enter a Series at a later date\*

## Entry System RPAYC 2012~2013 Summer Season

### Enter Series

#### Welcome to the 2012-2013 RPAYC Racing Season.

Members and non-members may compete in the following Summer Series as listed below.

A list of Winter Series events shall be made available in early 2013.

Please **only** select the series you know you will be entering, at anytime you can enter another series.

Payment options and members discounts are applied at the end of each selected series.

#### STEP 1: Select Series

Series can be entered for a fixed, overall `block` price;  
or you can select multiple Series to enter and pay for on a common screen;  
or you can Enter and pay for Series one at a time.

The # numbers indicates the Series available within the Block or Multi Selection.

Block Entry  
Or  
Multi Series  
  
Or  
Individual  
Series

SERIES NAME	block 1	block 2
<input type="checkbox"/> SUMMER SEASON SERIES ENTRY (Fixed `block` price, <b>select Series to enter</b> )	#1	
<input type="checkbox"/> MULTI SERIES SELECT (Select to enter multiple Series at once, if not a Block Entry as above)		#2
<input type="checkbox"/> Pittwater Dash		
<input type="checkbox"/> Wednesday Series (Non-PS, Spring, Summer)	#1	#2
<input type="checkbox"/> Pittwater Inshore Pointscore Series (PHS, IRC)	#1	#2
<input type="checkbox"/> One Design Pointscore Series (max 3 races per round)	#1	#2
<input type="checkbox"/> Blue Water Pointscore Series (PHS, IRC, ORCi)-Separate Entry & Fee for Coffs Race	#1	#2
<input type="checkbox"/> Short Ocean Pointscore Series (PHS, IRC, ORCi)	#1	#2
<input type="checkbox"/> Broken Bay Pointscore Series	#1	#2
<input type="checkbox"/> Thursday Twilight Series (Non-PS, Spring, Summer)	#1	#2
<input type="checkbox"/> Ladies Twilight Pointscore Series	#1	#2
<input type="checkbox"/> Commodores Cup Pointscore Series	#1	#2
<input type="checkbox"/> Back 2 Alfreds One Design Series (max 3 races per round)	#1	#2
<input type="checkbox"/> Saturday Twilight Series	#1	#2

### DEFINITION OF SERIES

Summer Season Entry: Select this box [0] to enter the Summer Series at a fixed Price Block. This is a one off entry.

Multi Series: Select this box [0] to enter more than one Series (I.E. if the total cost is less than a Block Entry Fee or entering additional Series not entered via the Block Entry option).

Individual Series: Select Individual Series to enter (I.E. I'm only entering Twilight Series).

**Step 2:** Select the option that matches your Entry

**STEP 2: Select an Option**

ENTRY OPTIONS	
<input type="checkbox"/>	Enter boat <i>ALREADY</i> in <a href="#">TopYacht Boat Register</a>
<input type="checkbox"/>	<b>Update</b> existing entry details in selected Series
<input type="checkbox"/>	Enter boat <b>NOT</b> already in <a href="#">TopYacht Boat Register</a> from previous Events. <b>First please double check list below by Sail No and Boat Name!</b>

[Click Here](#) to change Owner/Main Contact or Email Address for existing boat.

[Click Here](#) for user guide/help.

[Click Here](#) For assistance: contact the event organisers.

**Step 3:** Select Submit

**STEP 3: Press Submit**

**Step 4a:** If a previous user of online system you will be asked to enter your Primary Sail Number and Password you created at the first time you entered. If you are unsure of your password go back to Step 3 or select points below.

**Enter Series with existing boat ...**

- Either the `normal point of contact` /owner OR boat rep can log in.
- To check boats/contacts in database click link [TopYacht Boat Register](#)

<b>INSERT SAIL # &amp; PASSWORD</b>	Primary Sail No: <input type="text"/>
	Personal password/PIN No: <input type="text"/>
	<input type="submit" value="Log In"/>

- **Forgotten password/PIN?**
- **Change Owner/Contact OR update registered Email address**
- **Problems logging in?**

**Step 4b:** NEW ENTRANT will receive a blank entry form, work through each section completing in full.

Select the Series you know you will be competing in and complete payment details that follow.

## Entry System

## RPAYC 2012~2013 Summer Season

You have selected the following Series -

**SUMMER SEASON SERIES ENTRY (Fixed `block` price, select Series to enter)** - For Details see NOR/Sailing Program

Free Season Entry for RPAYC Marina / Mooring / Hardstand Occupants  
See **Facility Holders Conditions of Free Entry** below

Members of RPAYC pay \$320 for a Block entry  
Fees are non-refundable or transferable.

Non Members Entry fee including GST \$800.00

**Series Entries will not be accepted on or after 01/11/2012**

- Items with an \* **must** be completed.
- Items with a # require at least one or the other to be completed.
- **BEFORE** commencing, please check you have information for **ALL** mandatory fields.

INSERT

BOAT

DETAILS

**BOAT** Please do not recreate a boat now in the Boat Register [Check Here.](#)

\* Normal Sail No:  eg G12 \* Home Club Initials:  eg RGYC  
\* Boat Name:  Boat Registration No:   
\* Design:  eg Beneteau 361

**BOAT SPECS**

Launch Year:  Select ▼  
\* DRAFT: (metres)  \* Beam: (metres)   
\* LOA: (metres)  LWL: (metres)   
\* RIG:  ▼ KITE RIG:  ▼  
Mast Height: (metres)  Displacement (kg)   
\* Hull Colour

\* Nominate the Series in which you wish to compete.  
**BE AWARE that once you have submitted this entry you can not alter the selection below.**  
You can enter other Series individually from the previous screen at any time!

Select Series

- Wednesday Series (Non-PS, Spring, Summer)
- Pittwater Inshore Pointscore Series (PHS, IRC)
- One Design Pointscore Series (max 3 races per round)
- Blue Water Pointscore Series (PHS, IRC, ORCi)-Separate Entry & Fee for Coffs Race
- Short Ocean Pointscore Series (PHS, IRC, ORCi)
- Broken Bay Pointscore Series
- Thursday Twilight Series (Non-PS, Spring, Summer)
- Ladies Twilight Pointscore Series
- Commodores Cup Pointscore Series
- Back 2 Alfreds One Design Series (max 3 races per round)
- Saturday Twilight Series

SELECT  
THE  
SERIES(S)  
YOU WILL  
BE  
COMPETING  
IN

**COMPLETE**  
Contact  
details and  
create a  
password

**YA Numbers**  
can be  
accessed  
from the Club  
or **YNSW**  
**Website**

**CONTACT PERSON** - Person who *normally* receives all correspondence from event organisers eg emails, telephone calls, SMS messages.

\* First Name:  \* Last Name:

\* Password/PIN  - Please choose a password of 4 to 12 characters. For best security used a mix of numbers, lower case letters, uppercase letters and the special characters on top of the number keys 1 to 8  
Do NOT use slashes or talking marks.  
Password eg Jq#135M  
Longer is more secure.  
Do NOT use your YA No.

\* Yachting Australia No:  - Non YA members use all 10 digits of your Mobile No with no spaces.

\* Street Address:  \* Suburb:

\* State:  \* Postcode:

\* Country:

\* E-Mail:

# Mobile:  # Contact number during Event:

\* Emergency Contact Person:  \* Emergency Tel:

RPAYC Membership Number

**Note: Your Yachting Australia Member No is found on your Yachting Australia membership card.**

Skipper Name: - **Leave this blank UNLESS** the skipper is not the person shown above.

First Name:

Last Name:

\*Berth / Location:

:

#### PAYMENT

\* Member Discount

I am a RPAYC Club Member

I am not a RPAYC Club Member

Select Payment Option

I intend to pay for my entry via the option selected below.

By Cash at Registration

Cheque via post

Through Club Account ~ ONLY if member at RPAYC

Exempt. I am an RPAYC Marina / Mooring / Hardstand Occupant.

By Master Card / Visa Card through a Secure Internet Gateway (link on next page).

**Note:** there is 2% surcharge on Plastic Card Payments

**COMPLETE ENTRY**

**IMPORTANT NOTES:**

**SELECT**  
Member or  
Non  
member

**SELECT**  
Method of  
Payment

1. Please check these details carefully **before** you submit them.
2. Entry is **not valid until** appropriate payment received by RPAYC.
3. **SMS Messages** - the event organisers may send event information to competitors via SMS. These messages may include race postponements, schedule changes, event updates etc. If you wish to opt out, please contact the event organisers.

### Conditions of Entry

In entering RPAYC 2012~2013 Summer Season ....  
I accept **THE ROYAL PRINCE ALFRED YACHT CLUB's** (ACN 000 095 063) ("Club")  
**Notice to Participants ("Notice")** which states:

I agree to allow the listing of my boat and her details, along with skipper name and where appropriate, crew name on the official site for this event.

I agree that the data on this screen may be stored, to assist the running and safety aspects of this and future events/series and for my access to simplify entering future events/series.

\*  I understand and accept the above conditions.

[Print This Entry Form](#)

Tick to confirm your entry

**Step 5:** Confirmation of Entry Screen. Print for your records. Credit Card payments, see Step 3 below.

### Entry System RPAYC 2012-2012 Summer Season

Rodney, you **have** registered on 14/08/2012 14:45.

**TO COMPLETE YOUR ENTRY: follow the steps below** (Entry ID = 27209) ...

Your boat is now stored in the TopYacht Boat Register.  
Please do **NOT** recreate this boat for other Series/Events.

To update/alter THIS entry use the 'update' option on the entry page.  
To enter OTHER Series/Events use the 'enter existing boat' option on the entry page.

#### **Step 1 Print this Form now!**

Your chosen password is  
**Please store this somewhere safe. It WILL be required if you wish to update your entry or enter future events**

Print a copy for your records. [Print This Form](#)

Payment Summary

#### **Step 2 Check Payment Amount**

**Entry Fee: \$320.00**

#### **Extra Items**

Item	um	ost
PAYC Sailing Handbook	15.00	30.00

**Tot Extra Items 30.00**

**Amount to be Paid: \$357.00**

Note: This **includes** 2% Plastic Card Charge.

#### **Step 3 Pay fees**

**Your nominated Payment method**  
- Via Master Card Or Visa card. **Includes** 2% card charge.  
- To pay via a secure Internet Gateway, please press the button below.

**PLASTIC CARD PAYMENT via secure gateway**

Credit Card secure Payment

**Entry Summary for Entry ID = 27209**

<b>Entry Type :</b>	Series Entrant
<b>Series Name :</b>	SUMMER SEASON SERIES ENTRY (Fixed `block` price, select Series to enter)
<b>Boat Name :</b>	TY TEST BOAT
<b>Sail Number :</b>	XXXX
<b>Contact:</b>	Rodney McCubbin
<b>Password / PIN</b>	XXXX
<b>YA or Regatta Number:</b>	XXXX
<b>Contact:</b>	XXXX

**Final Step** [FINISHED - Click here return to entry menu to check your entry.](#)

**Your entry has now been completed.**