

How to apply for sailing events

Reminder – all Members are required to apply individually for each event.

Notes:

- 1. A Skipper telling the organiser you are going on their boat is not an application.*
- 2. There is a general cut-off date for applications of 7 days before the event (some may be longer). After that date you can contact the event organiser who may still be able to fit you in.*

Instructions

- **Login** to the website
- Go to the **Events** page(s) and click on the event you want to apply for
- To apply click on the **Register** button.
- Confirm your email address
- Select either **Crew or Skipper** Application type (**Note:** only one Skipper application should be made per boat)
- Fill in the boxes on the form noting that there are separate parts for **Crew** and **Skipper** entries.
- For **Racing** events there is a box for Skippers to tick confirming they have given in a signed copy of CSC Sailing Instructions.
- **Comments** box – use for any special information you would like to give, e.g. crew members can name a boat they have agreed to be crew on.
- Tick the **Agreement** to standard event conditions box
- Please tick the **Attendees list** box – this will show to other members who has applied and hopefully this will encourage others to apply.
- For **Skippers only** there is a separate button for **Add Guest** – this is for registering any non-members who the Skipper is taking.
- When the form is completed the next page displays all the entered details and the **Confirm** button should be clicked.
- Emails will be sent confirming the application to both the **member** and the **event organiser**.

Cancelling an application - if you have to cancel then you must contact the event organiser directly - there is no online facility to do it.