



# TES ~ Update Existing Entry: Make a Payment After Initial Entry

## Go to the Series Entry Screen.

The link to this should be part of the Notice of Race (NoR)

- Select the Series that has been entered into (Step 1).
- Select the Update option (Step 2)

Entry System Sail Port Stephens 2009 20~26 April 2009

### Enter Series

**STEP 1: Select Series**

**SERIES**

- Commodores Cup ~ PHS Cruising [20 - 22 April]
- NSW IRC Championships [24~26 April]
- Sports Boats ~ SMS [24~26 April]
- Performance Cruising [24~26 April]
- Melges 24 Nationals [24~26 April]

**STEP 2: Select an Option**

**ENTRY OPTIONS**

- Enter boat *ALREADY* in [TopYacht Boat Register](#)
- Update** existing entry details in selected Series
- Enter boat **NOT** already in [TopYacht Boat Register](#) from previous Events. **First please double check list below by Sail No and Boat Name!**

[Click Here](#) to view TopYacht Boat Register/List.  
[Click Here](#) to change Main Contact for existing boat.  
[Click Here](#) For assistance: contact the event organisers.

**STEP 3: Press Submit**

*Example Only. Labels are Event Specific*

Pressing  loads the Login Screen

Click here.'. There is a 'Log In' button at the bottom. Red arrows point from the 'SUBMIT' button in the previous screenshot to these two input fields."/>

Entry System Sail Port Stephens 2009 20~26 April 2009

### Enter Series with existing boat ...

Primary Sail No:

Yachting Australia No:   
OR Regatta No:

Note1: Your Yachting Australia Member No is found on your Yachting Australia membership card; AND must have been registered in the TopYacht Boat Register for previous Event(s) to be recognised.

Note2: If you have trouble logging in, then please contact the event administrator.

Note3: Forgotten Password/YA No? [Click here.](#)

*The Login Screen*

Enter the boat's sail number and the boat's contact YA Number, the Press the  button. This loads the Main Entry screen.

Update the boat / main contact / skipper / crew details as needed.

Press the **Submit** button on the Main Entry screen.

# Make a Payment.

## The Entry Confirmation Screen.

**Rod**, your entry details **have** been updated on 31/01/2011 23:09.

**TO COMPLETE YOUR ENTRY: follow the steps below** (Entry ID = 1) ...

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!**

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

**Step 2 Check Payment Amount**

Entry Fee PER Sailor: \$35.00  
Total Sailors: 3  
Entry Fee if paying BEFORE Late Date: \$105.00  
Late Fee Date : 25/03/2011  
Entry Fee if paying AFTER Late Date: \$120.00

**Step 3 Pay fees**

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

PLASTIC CARD PAYMENT via secure gateway

REFUND POLICY

*Example Only. Labels are Event Specific.*

Press the PLASTIC CARD PAYMENT button. This takes you to the Payment Summary screen then to the secure gateway where you can make your payment.

The Payment Summary Screen then loads allowing access to the Payment Secure-Gateway

### Note:

- Payment is expected when you first enter the event.
- Any payment received by the organisers after the "Late" date cut-off will incur any late entry penalty.

COMBINED HIGH SCHOOLS Sailing Championships 2011 ~ 12~16 April 2011 ~ Online Entry - Google Chrome

www.topyacht.net.au/db/chs/payment\_e\_m.php?EntrantID=1&EventID=1&EventRef=CHS11&SeriesID=1&TotalFee=105.00&SailNo=TEST02&

One Line Payment COMBINED HIGH SCHOOLS Sailing Championships 2011 12~16 April 2011

Selected Series	Price AUD\$
45th Annual COMBINED HIGH SCHOOLS Sailing Championships	\$105.00

  

Contact for Boat	John Brown
Boat Name	TEST BOAT
Sail No	TEST02
Entrant ID	1

When you press 'Submit Form' you will be taken to a secure payment gateway where you can safely enter your credit card information.

**Important note:**  
 Payments are collected by TopYacht (On Line Entry System) on behalf of the event organisers "Belmont 16ft Skiff Club". The payee on your credit card statement will be "TopYacht".

If this looks OK then press the  button to go to the secure gateway.

The secure gateway will accept only Visa or MasterCard.

Complete ONLY the areas circled below and press the  button.

**Be patient.** Processing may take a minute or so. When complete it will return a status of OK or otherwise. The MOST likely cause is incorrect card number.

Payment for TopYacht processed by eMatters.com.au - Google Chrome

https://merchant.ematters.com.au/cmaonline.nsf/spp?OpenForm&a=MEL16238p=105.00&u=1&cn=John+Brown&e=john@browne.com.au&r=

**TopYacht**  
Payment Gateway provided by eMatters

Merchant Details	Customer Details
Merchant Name : <b>TopYacht</b> <small><a href="#">Extra Merchant Information</a></small> Transaction Date : Friday 04/02/2011	Name : <input type="text" value="John Brown"/> * Email Address : <input type="text" value="john@browne.com.au"/>

**Payment Details**

Credit Card Number  \* C/V  \* info

Expiry Date  /  \*

Cardholder's Name  \* Reference Number : 1

Total Price : \$105.00 AUD How much in another currency ?

It is currently Friday 04 Feb 2011 08:30 PM ZE10  
 Your IP Address is 203.206.184.174 and you are connected with Merchant-B

\* Indicates a mandatory field