



Royal Freshwater Bay Yacht Club

## 2018-19 Season Nomination Form Step by Step Guide

If you plan on participating in any of the Club's regular sailing activities during the 2018/19 season, it is important that you register using a simple online form – available here:

Keelboats: <https://www.revolutionise.com.au/rfbyc/events/22114/>

Off the Beach Classes (Dinghies): <https://www.revolutionise.com.au/rfbyc/events/22160/>

Regular sailing includes Saturday racing, Mid Week Racing and Twilight sails, or in the case of Off the Beach Classes (Dinghies), Sunday racing. Registration is required as it ensures that the details for your boat are entered and up to date in our results system, you are nominated in the relevant series and most importantly, will feature correctly in the results.

The following step-by-step guide should assist in making the process easier, if you are unsure at any point on how to complete the form.

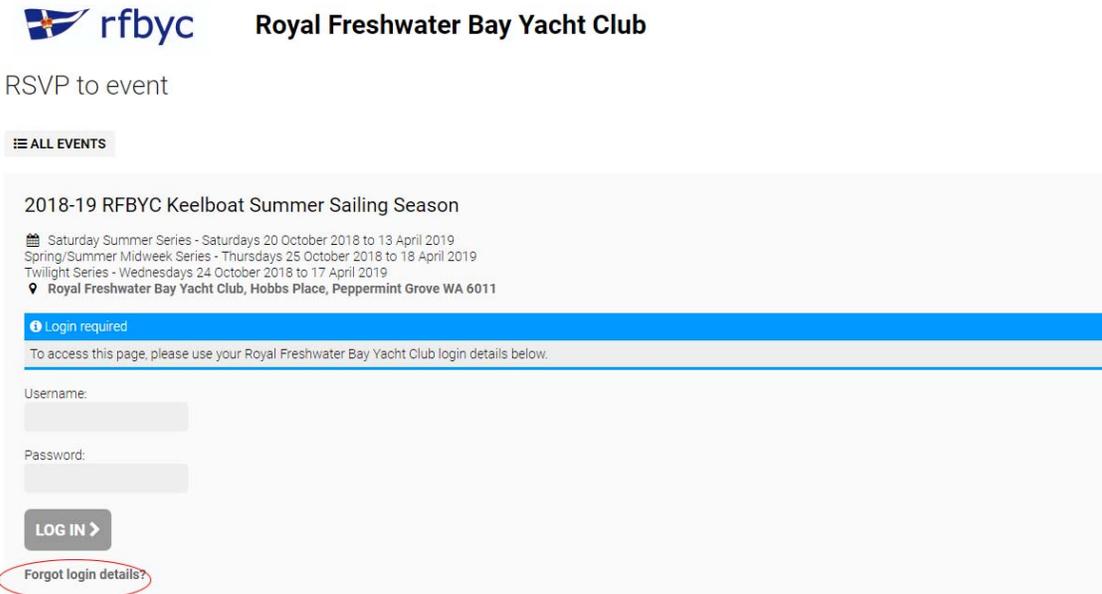
### STEP 1

Upon using the link above, the following page will appear. Click on the “Nominate” button to continue

The screenshot shows the RFBYC website interface. At the top left is the RFBYC logo and the text "Royal Freshwater Bay Yacht Club". Below this is the "Events" section. A button labeled "BACK TO EVENTS" is visible. The main content area features the event title "2018-19 RFBYC Keelboat Summer Sailing Season" and a registration deadline: "Registration for event closes at Mon 15 Apr 2019 23:59". The event details list three series: Saturday Summer Series (Saturdays 20 October 2018 to 13 April 2019), Spring/Summer Midweek Series (Thursdays 25 October 2018 to 18 April 2019), and Twilight Series (Wednesdays 24 October 2018 to 17 April 2019). The location is "Royal Freshwater Bay Yacht Club, Hobbs Place, Peppermint Grove WA 6011". There are buttons for "RESULTS" and "NOMINATE". Below the event details, a message states: "Royal Freshwater Bay Yacht Club is pleased to invite members to compete in the 2018-19 RFBYC Summer Sailing Season." It lists the participating fleets: Division I, AMS and IRC; Division II; Division III; Coastal Boats; Sports Boats; Etchells, SWBs, Dragons, Flying 15s and Contenders. A note specifies: "Boats must be helmed by a financial life, Special, Senior, Ordinary or Junior member of the Club unless otherwise approved by the Yachting Operations Office." To the right of the text is a Google Map showing the location of Hobbs Pt, Peppermint Grove WA 6011. The map includes a search bar with "Hobbs Pt" and "Peppermint Grove WA 6011", and buttons for "Directions" and "Save". The map shows the coastline, roads, and surrounding areas like Dalkeith and Mosman Park.

## **STEP 2**

After clicking on “Nominate”, the following page will appear:



**rfbyc**    **Royal Freshwater Bay Yacht Club**

RSVP to event

☰ ALL EVENTS

**2018-19 RFBYC Keelboat Summer Sailing Season**

📅 Saturday Summer Series - Saturdays 20 October 2018 to 13 April 2019  
Spring/Summer Midweek Series - Thursdays 25 October 2018 to 18 April 2019  
Twilight Series - Wednesdays 24 October 2018 to 17 April 2019  
📍 Royal Freshwater Bay Yacht Club, Hobbs Place, Peppermint Grove WA 6011

**Login required**

To access this page, please use your Royal Freshwater Bay Yacht Club login details below.

Username:

Password:

**LOG IN >**

[Forgot login details?](#)

All RFBYC members are maintained in the Australian Sailing database and hold a current Australian Sailing number.

As this is a new system that you are most likely using for the first time, you will not yet know your user name or password. Please click on the “Forgot login details”, (circled in red in the picture), where you will then be prompted to enter your email address.

An automated email will be sent to you which allows you to set a password and then log in to continue completing the form.

If you do not receive this email, please check your junk email or spam folder.

If the system does not recognise your email address, please call 9286 8200 and ask for Sharon or email [sailadmin@rfbyc.asn.au](mailto:sailadmin@rfbyc.asn.au). It may be that there is a different or no email address attached to your profile within the Australian Sailing database. This can be very easily rectified with a phone call or email.

Do not be tempted to create a new profile. It will create duplicates in the system with multiple ID numbers which is much more difficult to resolve.

## **STEP 3**

After a password has been created and you have logged in using the username provided and selected password, please save these details in a safe place for future reference.

## STEP 4

Please follow the form and complete the information as requested.



Royal Freshwater Bay Yacht Club

Hi Sharon! account logout

RSVP to event

ALL EVENTS

EVENT INFO

### 2018-19 RFBYC Keelboat Summer Sailing Season

Saturday Summer Series - Saturdays 20 October 2018 to 13 April 2019  
Spring/Summer Midweek Series - Thursdays 25 October 2018 to 18 April 2019  
Twilight Series - Wednesdays 24 October 2018 to 17 April 2019  
Royal Freshwater Bay Yacht Club, Hobbs Place, Peppermint Grove WA 6011

Sharon Skinner, are you attending this event?\*

Yes  No

#### Additional information

##### SERIES NOMINATION

I wish to nominate for the following Series:\*

- Saturday Summer Series
- Thursday Midweek Series
- Twilight Sailing

##### BOAT DETAILS

Boat Name:\*

Sail Number:\*

Division/Fleet:\*

Please select...

Boat Design/Make (if boat in Mixed Division):

Current IRC Rating (if applicable):

Current AMS Rating (if applicable):

##### BOAT OWNER/SKIPPER DETAILS

Boat Owner Name:\*

Skipper Name if different from Owner:

Skipper Mobile Phone Number:\*

Skipper Email Address:\*

##### EQUIPMENT COMPLIANCE

Maintaining a high level of on-water safety is RFBYC's utmost importance and priority. With this in mind, it is now mandatory that you submit an Australian Sailing Special Regulations Equipment Audit form with your nomination to race.

- Boats nominating for the Keelboat Sailing Season **must** complete a self-check Australian Sailing Category 6 or 7 Special Regulations Equipment Audit form and submit to the Sailing Administrator along with the Nomination to race.
- The Special Regulations Equipment Audit forms are intended to assist you in complying with the Special Regulations and provide some assurance that boats being raced from the Club are maintaining a good level of safety. Where a specific item on the Equipment Audit form is not clear, you are encouraged to read the appropriate sections of the Special Regulations using the item number as a reference.
- Special Regulations Equipment Audit forms can be submitted in a number of ways. Either complete the form, scan and save it to your computer for uploading below, OR you can complete the form and deliver it to the Yachting Operations Office by other means before the first occasion you intend to race.
- Upon receipt of the Nomination and Special Regulations Equipment Audit form, a day and time will be allocated to you for your boat to be audited by a National Equipment Auditor. All boats will be audited during October & November. The Audit should take no more than ½ an hour.
- Boats who have nominated to race but failed to submit their Special Regulations Equipment Audit form **will not be included in the results.**
- Download a blank** Category 7 Equipment Compliance Form  
Use the Cat 7 form if you only intend doing short races that will be conducted in sheltered waters in daylight hours and only with effective rescue availability (Club River Races).
- Download a blank** Category 6 Equipment Compliance Form  
Use the Cat 6 form if you intend doing races that will be conducted close to the shoreline in protected waters, daylight hours, with effective rescue ability. (Inshore Races)

Upload your Equipment Compliance Form here:

Choose File No file chosen

You can upload your completed **Equipment Compliance form** at the bottom of the form at this point. If you would prefer you can either email your Equipment Compliance form or drop it in to the On Water Offices. Either way, it **MUST** be submitted prior to the first time you compete to be eligible to receive a result. **Boats that have not submitted a current Equipment Compliance form WILL NOT BE SCORED.**

**INSURANCE**

It is a mandatory requirement that each boat sailing in club races has valid insurance in respect of Third Party Liability and Public Liability of not less than AUS \$10,000,000

Each boat owner/skipper must therefore produce a 'Certificate of Currency' which shows an expiry date after the first date in which you intend to race.

Proof of insurance can be submitted in one of two ways. You can scan your policy and save it to your computer for uploading in the field below; OR you can provide a copy to the Yachting Operations Office by other means prior to the first day in which you intend to race.

Upload your current insurance here:  No file chosen

**Event Waiver**

All those taking part in Club races do so at their own risk and responsibility.

The Club is not responsible for the sea worthiness of a boat whose entry is accepted or the sufficiency or adequacy of its equipment. The Club reserves the right to refuse an entry.

Attention is drawn to RRS 4 which states: 'The responsibility for a boat's decision to participate in a race or to continue to race is hers alone' and AS Special Regulations 1.02.1 which states inter alia that: 'The safety of a boat and her crew is the sole and inescapable responsibility of the person in charge.'

I understand and agree to the Event Waiver.

I am over 18, or, if I am under 18, this registration has been filled out by and endorsed by my parent or guardian.\*

Please take note of the Event Waiver/Terms and Conditions and read them carefully to ensure compliance.

### **STEP 5**

Click submit and the screen will then display a confirmation message following which an email will be sent to you confirming your nomination.

If further assistance is required, please call Sharon on 9286 8200, email [sailadmin@rfbyc.asn.au](mailto:sailadmin@rfbyc.asn.au) or call in to the On Water Offices.