



Orienteering
Western Australia

Entry Guide for MTBO Championships

Date: 11th June 2013

FOR FULL OAWA Members :

- Ensure you are logged in to Eventor
- Select to enter the event – check the box on the Event list for the event and use the “ENTER SELECTED EVENT” button. Note each event (Middle Distance and Long Distance) must be entered separately.
- Check your selected club and class. You will be shown only classes you are eligible to enter
- Check or enter your SI Tag number
(make sure the one entered/shown in Eventor is the one you wish to use for this event)
- Add extra people if you want to enter and pay for more than yourself. To do this use the option

“Enter /Cancel entry for another member”

Check details for each entry as per above.

If you wish to claim a family make sure you enter ALL the people who will qualify for your family entry at the one time. Note: that ALL the people you enter must have an Eventor profile established BEFORE you start so you can select and enter them.

- **Add SERVICES**
- **SI Tag Hire:**
If you require an SI Tag, and are a Full member of OAWA, you MUST add this service. Select SI Hire Fee to reserve and pay for a hire SI tag to be allocated for the event.
- **FAMILY MAXIMUM**
- This service lets you lodge a claim for a FAMILY Maximum on entry fees. If you are due a refund it will be paid at the event if your entry is over the family maximum for your entry/membership status.
- Check and save your entry and
- Proceed to payment and process via the PayPal button

Casual Members & Non Members

BEFORE YOU START: Make sure you register and create a profile in Eventor. *You do not need to be a full member of OAWA or a club to have a profile in Eventor.* Once you have this profile you can login and enter the event.

(If you have problems with this phone the event organisers on 9446 3457)

FOLLOW the steps above to process your entry.

ADDITIONALLY: ADD the SERVICE FEE for Casual Non members for each person on your entry

NOTES: Casual / Non-members have SI tag hire included in their entry fee and are not required to add this service.

A Family maximum is available to casual members but at a higher maximum level. The same process applies as above and the maximum should be claimed at the event and will be refunded on the day.