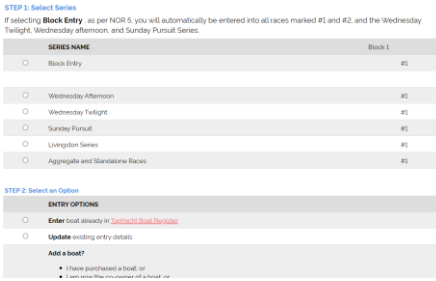


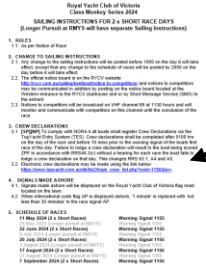
# Registering Crew on TopYacht



**Step 1:**  
Enter Race or Series in TopYacht

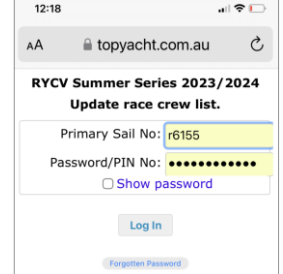


**Step 2:**  
Review Sailing Instructions for the series.

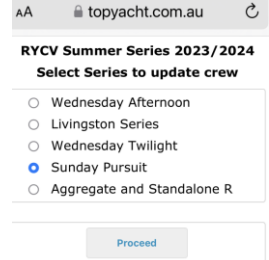


**Step 3:**  
Using a Smartphone, Tablet or Personal Computer, click on the **BLUE** Link in the Sailing Instructions to open Crew Registration Page in TopYacht. **QR** type in:  
<http://tymob.net.au/1780>  
Or use QR code on the notice board

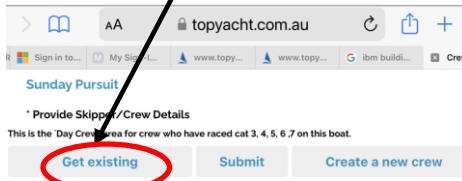
**Step 4:**  
Enter your Sail Number and TopYacht Entry Password.



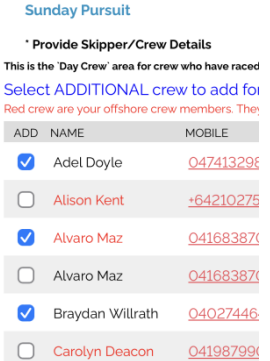
**Step 5:**  
Select the Series you are racing and, and then click on **PROCEED** at the bottom.



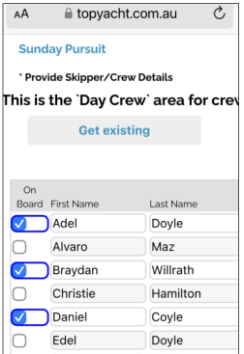
**Step 6:**  
Select **GET EXISTING** to see crew already registered for your boat.



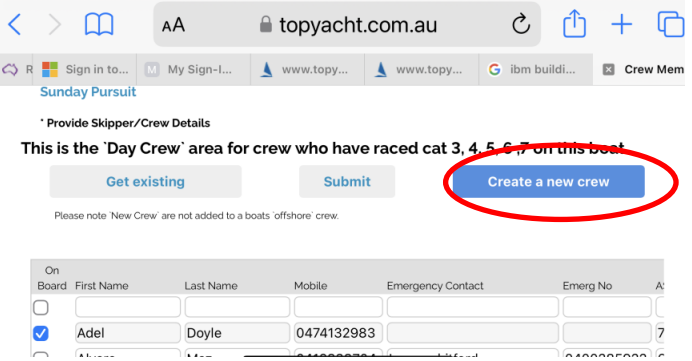
**Step 7:**  
Select all crew members on the list who may sail with you during the series, then click **ADD SELECTED CREW** on the tab at the bottom of the list.



**Step 8:**  
Select **ON BOARD** in the lefthand column to register the crew who are sailing in that particular race.



**Step 9:**  
To add additional crew who have never been registered on your crew list, Select **CREATE A NEW CREW** and a new blank top line will be added to your crew list



# Registering Crew on TopYacht (Continued)



## Step 10:

Type in new crew details from left to right, including Emergency Contact details and Australian Sailing (AS) Number.

Please note 'New Crew' are not added to a boats' offshore' crew.

On Board	First Name	Last Name	Mobile	Emergency Contact	Emerg No	As
<input checked="" type="checkbox"/>	Fred	Bloggs	0400000001	Jill Bloggs	0400000002	5
<input checked="" type="checkbox"/>	Adel	Doyle	0411111111			7
<input type="checkbox"/>	Alvaro	Maz	0416928704	Laura Whitford	0400285022	6
<input checked="" type="checkbox"/>	Braydan	Willrath	0409344645	Braydan Willrath	0407679928	1
<input type="checkbox"/>	Christie	Hamilton	0400910407	Christie Hamilton	0404044576	1
<input checked="" type="checkbox"/>	Daniel	Coyle	0405504169	Catherine Coyle	0405504169	1
<input type="checkbox"/>	Edel	Doyle	0411111111	Mary Ann Smith	0405100000	7

## Step 11:

Once all crew have been entered and selected as ON BOARD, click on the SUBMIT button in the top and centre of the page, to formally register your crew for the race.

Please note 'New Crew' are not added to a boats' offshore' crew.

On Board	First Name	Last Name	Mobile	Emergency Contact	Emerg No	As
<input checked="" type="checkbox"/>	Fred	Bloggs	0400000001	Jill Bloggs	0400000002	5
<input checked="" type="checkbox"/>	Adel	Doyle	0411111111			7
<input type="checkbox"/>	Alvaro	Maz	0416928704	Laura Whitford	0400285022	6
<input checked="" type="checkbox"/>	Braydan	Willrath	0409344645	Braydan Willrath	0407679928	1
<input type="checkbox"/>	Christie	Hamilton	0400910407	Christie Hamilton	0404044576	1
<input checked="" type="checkbox"/>	Daniel	Coyle	0405504169	Catherine Coyle	0405504169	1
<input type="checkbox"/>	Edel	Doyle	0411111111	Mary Ann Smith	0405100000	7

## Step 12:

Once your crew have been successfully registered, you will receive your POB SUMMARY for that particular race.

12:30

AA topyacht.com.au

**POB SUMMARY**

Boat **FASTER FORWARD R6155**  
Series **Wednesday Twilight**  
As at 2023-10-13 00:30:36

On board is ...

- 1. Braydan Willrath
- 2. Christie Hamilton
- 3. Edel Doyle
- 4. Emilie Catel
- 5. Emilie Catel
- 6. Ken Lundy
- 7. Matt Fahey

Confirmation email sent to Matt Fahey.

## Step 13:

Have a great day sailing!