

RIDE ENTRIES IN NOMINATE (Updated 6/3/2018)

PLEASE PRINT THIS OFF AND USE IT TO ASSIST YOU WHEN ENTERING FOR AN EVENT. ENSURE YOU HAVE ALL THE NECESSARY INFORMATION TO HAND BEFORE COMMENCING

Then:

Go into: www.nominate.com.au

Click on: Equestrian

Select: Enter Events here

At select your interest: select **"Trail Riding"**

At select your state: select "WA"

Please note: Ride notes, information and maps are available by double clicking on the "Western Australian Horse Trekkers Club Inc Trail Ride" heading in the Event column. These can be printed off.

Find the WAHTC ride you want and click on: ENTER **(BE VERY CAREFUL WITH THIS AS SOMETIMES MULTIPLE RIDES MIGHT BE LISTED)**

You can set up a Login with a password (it's best you do this to save duplication in the future) or you can "Continue as a guest".

Entrant Name : Email: Address: Date of birth: Home Phone: Mobile Phone:	You'll be asked to complete this type of general information for yourself.
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Property Identification Code:	If you have a PIC number - enter it. Otherwise you must enter the complete address where your horse is kept. (This may change from time to time with people who agist.)
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Notes:	Enter notes: for example: Which sections of a trek you are planning on coming for, or anything else the ride organiser needs to know. Day members can request that a sponsor needs to be appointed if you don't know anyone and are coming as a new rider.
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Junior (12-17 only):	YES if a junior	If not say NO .
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ATHRA Membership Number:	You must enter your ATHRA number . A notice is sent to you after paying membership each year with your number - keep it on file. You have the same number for life - it's doesn't change each year. If you don't know it contact the Secretary or Treasurer to obtain it beforehand.
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ATHRA Accreditation:	If you have an accreditation qualification say YES .	If not say NO .
ATHRA Accreditation Type:	If you have accreditation all our members are a - Trail Boss	Enter N/A if doesn't apply
ATHRA Accreditation Date of Expiry:	Enter the expiry date . If you don't know it contact the Secretary or Treasurer to obtain it. (or it can be looked up on the ATHRA website)	Enter N/A if doesn't apply

ATHRA Day membership number:	Enter the number given to you by ATHRA for your Day membership	Enter N/A if doesn't apply
ATHRA Day membership sponsors name:	Enter the name of another ATHRA member who you wish to ride with. If you don't know anyone make a note above to the ride organiser and someone will be appointed for the day.	Enter N/A if doesn't apply

First Aid Certificate (must be current):	Say YES if you have a current certificate	If not say NO .
Date First Aid Course was completed on:	Enter date you completed the course on (shown on the certificate). It is now recommended courses are done every 12 months.	Enter N/A if doesn't apply

Medical Conditions:	Please give full details in this section as it is most important in event of an accident. It is your responsibility to do this.	Enter NONE if you don't have any
Known allergies (if none, please type none):	"	Enter NONE if you don't have any
Current Medications:	" and Include dosages.	Enter NONE if you don't take any
Current Supplements:	"	Enter NONE if you don't take any

Doctors Name:	Enter Name of Doctor or clinic you attend
Doctors Address:	Enter the address
Doctors Phone Number:	Enter the phone number

Parent/Guardian Name (for juniors):	Most important to complete if entering for a junior	Enter N/A if doesn't apply
Address:	"	Enter N/A if doesn't apply
Home Phone Number:	"	Enter N/A if doesn't apply
Mobile Phone Number:	"	Enter N/A if doesn't apply

Emergency Contact Name:	All participants <u>must</u> complete this section
Relationship:	"
Address of emergency contact:	"
Home phone number:	"
Mobile Phone Number:	"

What days are you attending?	Enter the days you are riding or participating. List each day separately. E.g. Sat, Sun & Mon.	
Are you camping? Please advise which nights.	Enter the nights of the ride you are camping. E.g. Sat & Sun nights. This is to assist with planning of space for parking & horse yard's at the venue.	Enter N/A if doesn't apply.

click **NEXT**

Competition Entry Stage 2 comes up

IN CLASS ENTRY

Tick the box for the Ride entry fee you are due to pay **Full ATHRA members is normally \$10 (Except for annual treks) Day**
Members is normally \$15/day (Max 2 rides per year)
Occasionally this fee may be higher for any extra ride costs being incurred.

Tick the box for any accommodation fees due - if applicable

You **must** pay for accommodation if you are staying at the venue overnight. It covers use of all the facilities (even if you don't use a bed in a cottage and sleep in your vehicle or float).

Then enter

The name of the horse you're riding. If you are bringing more than one horse to a ride enter the two horses names on the one line so you are charged a single ride entry fee.

click NEXT

Acknowledgement and Indemnity comes up

Read and click on "I ACCEPT"

Competition Entry Stage 3 comes up

Check details and pay for by credit card.

Once this is all done you'll get an email back confirming it has all gone through.

SCRATCHING FROM A RIDE

If you find you are unable to attend a ride after entering, you are able to scratch your entry from a ride by logging into your Rider login and in the Account information select the "View Current Entries" tab - select the correct ride entry and tick the Scratch box. This will free up a position for another rider in Nominate. **No refund is available from Nominate or the club if you do this.**

Please also note:

WAHTC'S REFUND POLICY FOR WEEKEND RIDES

Rider / non rider entry fees:

If a participant wishes to withdraw/scratch at any time before or during the ride, no refunds will be made for ride entry fees (currently at \$10 for members or \$15 / day for "Day Member" entries), after payment is made to Nominate or the club.

Accommodation charges:

Where a participant withdraws from a ride a refund for the accommodation portion may be available with committee approval if:

1. The withdrawal is made in writing by the participant indicating the reason, to the ride organiser.
2. The minimum numbers required by the venue is attained and there is no financial loss to the club for the accommodation booking for the period.
3. The amount charged by "Nominate" (currently 5.5%) will be deducted.
4. No refunds will be made if withdrawal is in the last two full days before the ride commences.

Day membership fees (currently \$15/day till 30/9/18) paid to ATHRA:

These can be refunded to an entrant who doesn't attend a ride for any reason by applying directly to ATHRA.

For the longer annual trek's the refund policy is published in the ride notes.