

BOWLS NORTH HARBOUR

COMPETITIONS ENTRY ON-LINE

Bowls North Harbour (BNH) have developed an online entry system which will be used for entry to all future competitions and events arranged by BNH. The system is not password protected and can be accessed by anyone to enter an event. It is necessary to confirm the eligibility to enter an event when submitting the entry.

From 1 August 2020, all entries to events must be lodged through the online system. Manual entries will not be accepted and once closing date has passed there will be no further entries accepted online. Closing date will be closing date!!!

The online system will be available from Monday 10 August to accept entries beginning with the Executive Fours which has a closing date of Friday, 21 August 2020.

The system is really easy to use and will have certain checks and balances to ensure BNH receive the information required for each entry.

On opening the window for the "*Competitions System*" you will be presented with a number of templates leading to all the events which are open for entry. The templates can be further filtered by "Gender" or by "Match Type" if required.

The template for all events is in order of closing date irrespective of the entry type.

There are basically two types of entry forms contained in the system which sit behind the template for each event –

- a) One entry type is for those entries which are made by the club for club selected teams; and
- b) The second entry type is for those entries which are made by the individual players to enter Centre events.

For the entries made by the club, the entry fees are anticipated as being paid by the club although they can be paid by anyone. After completing the entry online, an invoice will be sent to the email address entered on the entry for printing out and for the payment to be made to BNH preferably by online banking.

For each entry made by the individual, a credit/debit card payment is required to complete the acceptance of the entry. The credit/debit card details are required as part of the entry form.

Once the closing date for entry to an event has passed, the template for that event will no longer appear on the "*Competitions System*".

Whilst the completion of the entry system online is relatively simple, to complete the entry some basic information follows.

**Access to the system is from the Bowls North Harbour website and selecting "Competitions".
Website address is – bowlsnorthharbour.com/competitions/**

Entries made for club selected teams – CLUB ENTRY

1. For each team to enter an event you need to complete a separate entry form online. For example, if you have three teams to be entered in the Winter Cup then you need to complete three separate entries online. An invoice will be produced for each entry made.
2. The “Competitions System” will display templates for all the events for which you can enter a team, and these are displayed in event closing date order.

Competitions System

Filter by Gender: All | Filter by Match Type: All

Executive Fours	Mixed 2-4-2 Pairs	Ivan Kostanich Singles	Power Play Pairs League
Enter by: 2020-08-21 Entry Fee: \$80	Enter by: 2020-09-04 Entry Fee: \$40	Enter by: 2020-09-11 Entry Fee: \$30	Enter by: 2020-10-02 Entry Fee: \$80
Club * Select Club	Club * Select Club	Club * Orewa	Club * Northcote
Select club your team represents, select composite if made up of multiple clubs.	Select club your team represents, select composite if made up of multiple clubs.	Select club your team represents, select composite if made up of multiple clubs.	Select club your team represents, select composite if made up of multiple clubs.
Enter	Enter	Enter	Enter

3. Go to the event you wish to lodge an entry for, select your club name from the drop-down list, and press enter.
4. The next window displayed will show you the “Competition Name” and the relevant “Information” on the entry specific for that event.

Competitions - Club Entry

Competition Name
Executive Fours

Information
Clubs may enter one team only in this competition
Each team consists of 4 players
Teams may be of any combination
Teams should be made up of club executive board members
Playing format will be 3 games of 12 ends with each player playing 2 bowls each
Each end will count as "Bonus Fours" with a maximum of 2 points available after the first 2 players of each team have played their bowls

Team Name * 5

Club
Milford

Email (for invoice) * 7

Consent *
 I/we confirm that the player/team entered are/will be members of the club and are entitled to enter this event. 8

Entry Price
Price: \$ 80.00

Submit

5. Enter the team name such as your club name, other name, or colour, and this is included in the entry form. See 5
6. The names of the team members are not required on the club entry as these will be completed on the score card on the day of play.
7. Enter the club email address or your email address. The invoice will be sent to this address. See 7
8. Click the tick box to confirm the players in the team are members of your club and are entitled to enter this event. See 8
9. Press the Submit button to complete your entry
10. After submitting the entry, a new window will allow you to make another entry, which may be for the same event or another event of your choosing. If no other entry is required then just close out of the system.
11. An email will be sent to the email address provided on the entry. This will confirm details of the entry made and will have an invoice attached to the email.
12. The invoice will need to be paid confirm the entry to the competition
13. It is not possible to cancel or change an entry once it has been submitted. For any deletion or change to the entry you will need to contact Bowls North Harbour by email as provided.

Entries for individual type events – SINGLES, PAIRS, TRIPLES & FOURS

1. The “Competitions System” will display templates for all the events (i.e. Singles, Pairs, Triples or Fours), which you can enter, and these are displayed in event closing date order.

Competitions System

Filter by Gender Filter by Match Type

Executive Fours	Mixed 2-4-2 Pairs	Ivan Kostanich Singles	Power Play Pairs League
Enter by: 2020-08-21 Entry Fee: \$80	Enter by: 2020-09-04 Entry Fee: \$40	Enter by: 2020-09-11 Entry Fee: \$30	Enter by: 2020-10-02 Entry Fee: \$80
Club • <input type="text" value="Select Club"/>	Club • <input type="text" value="Select Club"/>	Club • <input type="text" value="Orewa"/>	Club • <input type="text" value="Northcote"/>
Select club your team represents, select composite if made up of multiple clubs.	Select club your team represents, select composite if made up of multiple clubs.	Select club your team represents, select composite if made up of multiple clubs.	Select club your team represents, select composite if made up of multiple clubs.
<input type="button" value="Enter"/>	<input type="button" value="Enter"/>	<input type="button" value="Enter"/>	<input type="button" value="Enter"/>

2. Go to the event you wish to lodge an entry, select your club name from the drop-down list and press enter.
3. If the entry is being made by a member not from a Bowls North Harbour club (e.g. a club member from the Auckland Centre entering the Kostanich singles) then the club selection on the template would be “Other” and then on the following entry window a club name is required to be added. See 3 below

Competitions - Singles Entry

Competition Name
Ivan Kostanich singles

Information
Enter your club name in the box provided if you are from a club outside of Bowls North Harbour
Note: Each game will be played as 2 Sets of 9 ends plus a tie breaker if required

Name • **Gender** Female Male **Club**

First Last

Club - Other
 3

Name of club

4. Enter the name of the player in the Name fields
5. The gender and the club will be defaulted from the event selected on the opening template. In the event of the mixed pairs no gender will defaulted, and this will need to be completed on entry.

Email *

Consent *

I/we confirm that the players/team entered are/will be members of the club and are entitled to enter this event

Billing Address

Street Address

Address Line 2

City

State / Province / Region

ZIP / Postal Code

Country

Credit Card *

Card number MM / YY CVC

Card Details

6. Complete your email address. This will be the email address to which the Receipt for the Credit/Debit card payment is sent. See 6 above
7. Click the tick box to confirm the players in the team are members of your club and are entitled to enter this event. See 7 above
8. Enter Billing Address in the fields provided. Billing Address is required to be completed as part of the standard credit/debit card processing.
9. Enter the 16 digits on the credit/debit card, the date of expiry and the 3 numbers on the back of the card
10. Press the Submit button to complete your entry
11. After submitting the entry, a new window will allow you to make another entry, which may be for the same event or another event of your choosing. If no other entry is required then just close out of the system.
12. An email will be sent to the email address provided on the entry. This will confirm details of the entry and will have a receipt attached to the email.
13. It is not possible to cancel or change an entry once it has been submitted. For any deletion or change to the entry you will need to contact Bowls North Harbour by email as provided.