



# 2022 Four Sisters Regatta Registration Guideline

This document will guide you through step by step of the Yacht Scoring registration process for the 2022 Steerers Regatta host by Port Credit Yacht Club.

The guidelines are written for first time registrants for this event.

If you are a returning competitor from the 2021 Four Sisters event your basic profile data may be retrieved from the Yacht Scoring system however we would ask you thoroughly review every data field to ensure the information is represented accurately and in full compliance with the 2022 Four Sisters registration requirements.

For the best registration experience be sure to reference and follow instructions contained within the yellow shaded captions with red text as shown below

**Guidelines and instructions are contained with yellow highlight with red text sections throughout the pages that follow.**

If you require additional support please reach out to Anne Sanderson at [sandersonam@outlook.com](mailto:sandersonam@outlook.com)

This is the registration home page of the 2022 Four Sisters Regatta

**2022 - 20th Four Sisters Regatta - C420 Canadian Championship**  
**Port Credit Yacht Club**  
Mississauga, ON, Canada  
July 22nd to July 24th , 2022

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To start your registration select Online Registration Form

[Port Credit Yacht Club](#)  
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## 2022 - 20th Four Sisters Regatta - C420 Canadian Championship Event Registration

Please enter your email address and access code. We will look up your information in our system and if you have used Yacht Scoring in the past, we'll pre-fill the registration form for you.

**Note:** If you have or manage multiple boats, please make sure you have and use a unique access code for each boat so we can lookup the correct entry info for you.

Your Email

Access Code / Login Pass

*(If this is **your first time** registering for an event in Yacht Scoring, enter your email and create a new Access Code or leave field blank. You will be able to create/update the Access Code during the registration process.)*

*I forgot my Access Code (Login Code), please send it to me...*

Your Email:

You have two options.  
Option 1.  
If you participated in the 2022 Four Sisters Regatta you may retrieve your basic registration data by entering your email and access code.

Option 2.  
Disregard Option 1, leave option 1 fields empty and select continue entry.....

## 2022 - 20th Four Sisters Regatta - C420 Canadian Championship Event Registration

**Note:** If you own or register multiple boats for different events, make sure you have a unique Access Code for each boat.  
(Junior Sailors - Please fill out ALL the information marked with an asterisk, Boat Lengths (LOA's) Opti-9ft, Laser-14ft, 420-14ft, O'Pen BIC-9ft)

Data Fields have been fill with instructional text to help guide you.

**We did not find your email/Access Code in our records.  
You can try again or simply complete Registration Form below**

### Owner/Skipper's Information

### Yacht's Information

### Rating Information

**Login Access Code \*:**

**First Name \*:**

**Last Name \*:**

**Date of Birth \*:**

**Address \*:**

Use drop down to complete

**City \*:**

**State/Province \*:**

**Zip/Postal Code \*:**

**Country \*:**  CAN or USA

**Home Phone:**

**Mobile Phone \*:**

**Mobile Carrier:**  ▼ Why?

**Office Phone:**

**Fax Number:**

**E-Mail \*:**

**Yacht Club \*:**

**USSailing Number:**

**World Sailing Number:**

**World Sailing Status:**  ▼

**Class Member Number:**

**Boat Name \*:**

**Sail Prefix:**

**Sail Number \*:**

**Year Built:**

**Boat Type \* (i.e. TP52, J 35):**

**Length (LOA) \*:**

**Beam:**

**Draft:**

**Hull Color:**

**Spin Color:**

**Registration:**

**Boat Emergency Phone:**

**Radio Call:**

**Notes or comments:**

**Bow Number:**

**Cert Number / ORC Ref. Num.:**

Single Handed Registration – enter 1  
Double Handed Registration – enter 2  
Coach Registration – enter 1

Enter only if your sail displays a country code, if not leave blank.

NOTE 2 – Enter numeric portion of sail number only. If not known at time of registration enter "unknown". Do not populate with anything else.

NOTE 3 – This field must be populated precisely using the Class of course as follows:  
For Optimist Green – enter "Optimist Green"  
For Pram – enter "Pram"  
For Optimist Red, Blue and White – enter "Optimist" only  
For C420 White Sail – enter "C420 White Sail"  
For C420 Spinnaker – enter "C420 Spinnaker"  
For C420 Canadian Championship – enter "C420 Canadians"  
For Laser 4.7 – enter "ILCA 4 Laser 4.7"  
For Laser Radial – enter "ILCA 6 Laser Radial"  
For Laser Full Rig – enter "ILCA Laser Full Rig"  
For 29er – enter "29er"

NOTE 4 – This field must be populated precisely as follows:  
For all Optimist – enter "2.7m"  
For Pram – enter "2.7 m"  
For all C420 – enter "4.2 m"  
For all Laser configurations – enter "4.2 m"  
For 29er – enter "4.45 m"

Single Handed Registrant - Leave fields blank. DO NOT populate with skippers name.  
Coach Registrant – Leave fields blank. DO NOT populate with Coach name.  
Double Handed Registrant – You MUST populate these fields with your Crew first name (separate field ) and last name (separate field). Upon completing your skippers registration you must re login to your owners profile and set up your crew information in the crew screen and then email your crew through Yacht Scoring that will instruct your crew to login and complete their crew information and waivers.

### Additional Crew Name(s) for Display Purposes Only! (Not including yourself)

First Name	Last Name
Crew 1: Double Handed ONLY - Otherwise LEAVE BLANK	Double Handed ONLY

Above Crew Name(s) will be used for display purposes only. Full Crew List information should be added and maintained in the "Owner's Corner".

Event Specific Questions:

T-shirt included, please indicate if you wear a Youth or Adult size t-shirt

Youth  Adult

Reply to both T-shirt questions as applicable for Skipper only. If Double Handed registration your Crew will have the opportunity to select their T-shirt when they complete their crew information.

T-shirt included, please indicate your t-shirt size

XS  S  M  L  XL

Do you require a vegetarian lunch option?

Yes  No

Select either yes or no button as appropriate. Any special requirements must be arranged separately.

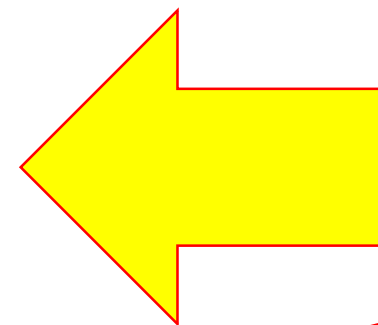
I am a C420 sailor competing in the Championship. BOTH my CREW and I are members of the Class (To register go to <https://club420.org/membership/register>). I will print & complete the Inspection Form found in "Documents & Forms" section of Yacht Scoring

Yes  No

If competing in the C420 Canadian Championship it is your responsibility to independently complete and satisfy the requirements of this question. The only acceptable response is "yes"  
If you are not a registrant for the C420 Canadian Championship select "no"

Select Desired Racing Course/Class:

<input type="radio"/>	Alpha- HG1	One Design	Optimist Green
<input type="radio"/>	Alpha- HG1	One Design	C420 White Sail
<input type="radio"/>	Alpha- HG1	One Design	Pram
<input type="radio"/>	Bravo- HG2	One Design	Optimist
<input type="radio"/>	Charlie- HG3	One Design	C420 Spinnaker
<input type="radio"/>	Charlie- HG3	One Design	C420 Canadian Championship
<input type="radio"/>	Delta- HG4	One Design	ILCA 4 (Laser 4.7)
<input type="radio"/>	Delta- HG4	One Design	ILCA 6 (Laser Radial)
<input type="radio"/>	Delta- HG4	One Design	ILCA 7 (Laser Full Rig)
<input type="radio"/>	Delta- HG4	One Design	29er
<input type="radio"/>	Zulu Course	Support Boats	Coach



SELECT ONE COURSE ONLY. The selected Race Course / Class must match the data you populated in the "Boat Type" field Reference NOTE 3

Coaches – select last Radio button. No results will be displayed.

**OPTIMIST Boat Type / Class ONLY.**  
To designate your Optimist entry colour (red, blue or white) you must select from the "Sub-Class to compete in" drop down to complete your registration correctly.

Please select a Sub-Class to compete in:

[continue and submit my registration to this event](#)

[Click to continue to next page .](#)

2022 - 20th Four Sisters Regatta - C420 Canadian Championship  
Event Registration

You have been entered into the  
**2022 - 20th Four Sisters Regatta - C420 Canadian Championship**  
and your information stored in our database.

**Note:**  
You will shortly receive an email containing your user name and Access Code so you can return, login into the **Owner's Corner** where you can update your information, add your crew or pay the entry fee. Please check your email. If your system contains filters, please make sure to include the email address **support@yachtscoring.com** to the "OK" list so you can receive this and all future information.

[Proceed to Liability Waiver, Entry Fees and Payment..](#)

This screen advises skipper they will get an mail with a link to their Owners Corner login. This will allow you to return to your registration to update data including your sail number if you have previously entered "unknown" Access is available through to start of event.

The next step is to review and acknowledge the Liability Waiver and pay your Entry Fee. Select Proceed to Liability Waiver, Entry Fess and Payment to display next screen.

2022 - 20th Four Sisters Regatta - C420 Canadian Championship  
Event Waiver Form

Participants must fill out the event Waiver to be considered registered. Skippers please advise your CREW that they must ALSO complete the event waiver to be considered registered.

<https://pcyc.net/youth-event-waiver>

No, **I DO NOT AGREE** to these conditions  
 **Yes, I HAVE READ AND AGREE** to these conditions

continue with my registration

The waiver sections is independent of Yacht Scoring. You must select the link noted here that will open a new window in your browser and take you to the waiver section in the PCYC website. You must read the entire waiver document page and complete and submit the waiver acknowledgement form at the bottom of the PCYC page independently before proceeding to next step within Yacht Scoring..

Once you have completed and submitted the PCYC waiver acknowledgement return to your open Yacht Scoring window and Select "Yes". If you chose to select "No" you will not be permitted to complete in this event.

Select "continued with my registration" .

2022 - 20th Four Sisters Regatta - C420 Canadian Championship  
Event Waiver Form

Thank you for accepting and signing your Liability Waiver online

This information has been stored in your records.

[Proceed to Online entry fee payment](#)

Nest Step is to pay the Entry Fee.

Any unpaid registrations after Registration close date will be removed from Competitor List and will not be reinstated.

**2022 - 20th Four Sisters Regatta - C420 Canadian Championship  
Event Online Payment**

Entry Fee	Qty	Total
Early Entry Fee (See notes below)	1	\$316.40

**Additional event items available for online purchase:**

*Please make sure to complete all fields above!*

**FEES:**

Complete Entry Form Online			Fee	HST	Fee + HST
<b>Singlehanded Classes</b>	Early Registration	On or before June 30, 2022	\$140	\$18.20	\$158.20
	Late Registration	June 1 - July 21, 2022	\$160	\$20.80	\$180.80
<b>Doublehanded Classes</b>	Early Registration	On or before June 30, 2022	\$280	\$36.40	\$316.40
	Late Registration	June 1 - July 21, 2022	\$300	\$39.00	\$339.00
	Early Registration	On or before June 30, 2022	\$80	\$10.40	\$90.40
<b>Coaches</b>	Late Registration	June 1 - July 21, 2022	\$85	\$115.05	\$96.05
	Coach Flag Deposit	Refunded upon flag return	\$20	Cash Only	\$20.00

A full refund, less a \$25.00 processing fee, will be granted to those entries cancelled before July 12, 2022.  
 A 50% refund of the registration fee will be granted to those entries cancelled before 11:59 pm Thursday, July 21, 2022.  
 No refunds will be granted after 11:59 pm Thursday, July 21, 2022.

**Participants must fill out the event Waiver to be considered registered.  
 Skippers please advise your CREW that they must ALSO complete the event waiver to be considered registered.**

<https://pcvc.net/youth-event-waiver>

continue and review your purchases/payments

It is your responsibility to populate the Total \$ field with the applicable "Fee + HST" Total as shown in the Fee Table displayed on the same page.

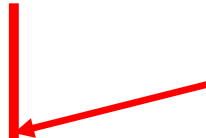
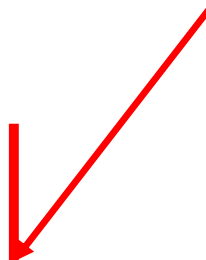
Note there is a Early Bird rate through to June 30, 2022. After June 30, 2022 the full Registration Rate applies. Please ensure you populate the Total \$ data field accordingly to avoid your registration from being declined.

This is a second reminder the participants waiver and acknowledgment submission form must be independently completed and submitted.

**Double Handed Registrations.** It is Skippers responsibility to ensure your Crew completes and submits their own waiver.

This will be cross verified and if not completed the boat (Skipper and Crew) will not be permitted to participate in the event.

Select to proceed to confirm Entry Fee and submit payment



**2022 - 20th Four Sisters Regatta - C420 Canadian Championship  
Event Online Payment**

**Summary of Entry Fee Payment and Purchases**

Description	Size	Qty	Price	Total
Entry Fee		1	316.40	316.40
<b>Total Payment</b>				<b>\$ 316.40</b>

[continue to credit card payment and processing](#)

Verify the amount payment amount shown is aligned with the applicable Fee + HST total the applies to your registration type and timing of your payment. For double handed fleets your registration is for one boat, with two people in it.

Note you must pay for each registration separately. Do not combine multiple registration payments under one registration.

Select to continue to check out and make payment

Once you have successfully submitted payment you still have more to do to fully complete your registration.

All Registrants – Single Handed, Double Handed and Coaches follow the next steps:

Log back into your Owners Corner using the email you registered with and the password that was assigned to you by Yacht Scoring in your registration confirmation email or the subsequent password you set up thereafter.

(see next page for screen shot Owners Corner Main Menu page)



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- [Owner's Corner \(login\)](#)  
(Payment, Crew List, Info Update, etc...)
- [Crew's Corner \(login\)](#)  
(Crew Info Update)
- [Current Registration List](#)
- [Scratch Sheet](#)
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- [General Race Forms](#)



Select Owners Login

Entry Fee	Skipper/Boat Waiver
No	Yes

**Main Resources**

- [View/Update My Entry Information](#)
- [My Sail Inventory](#)
- [My Crew List \(2 of 2\) \(view / update\)](#)
- [Crew Gear Size Report](#)
- [Email my Crew](#)
- Verify Crew:
  - [World Sailing Classification](#)
  - [USSailing Membership](#)
- [Entry Fee Payment \(Not Received\)](#)
- Skipper/Boat Waiver (Signed)
- [Email my Documents](#)

- [YS Software Updates](#)
- [Email Documents to Organizers](#)



Team

update my social links

Select My Crew List

Note:

Single Handed and Coach Registrations will state (1 of 1)  
 Double Handed Registrations will state (2 of 2)

add past crew

add new crew

You have indicated that you'll have **2** crew members aboard (including yourself)  
[Change my Crew number](#)

The following Crew Name(s) are for Display Purposes Only!  
(Not including yourself)

Crew Name 1: Crew Name

Above Crew Name(s) will be used for display purposes only. Full Crew List information should be added and maintained in the "Owner's Corner".

update my crew name display

Note:

For Single Handed and Coach Registrations  
The first and only name and email listed will be yours.

For Double Handed Registrations:  
The first name and email listed will be yours.  
The second name listed will be the name of your Crew that you populated at the bottom of the very first data collection screen of this registration. There will be no email for your Crew yet. We will cover that later.

	<a href="#">Name</a>	Email	<a href="#">Position</a>	<a href="#">Weight</a>	USSailing	ISAF	Updated	Waiver
1.	Skipper Name	Skipper email					✓	send reminder update remove
2.	Crew Name						✓	send reminder update remove

Total Crew Weight: 0.00 Lbs  
0.0 Kg **Note:** Weight added only when units are known (Lbs/Kg)

All Skippers and Coaches select the position 1 update tab to advance to the next screen.

You should note right hand side of the screen is already populated with the data you have already entered.

Do not populate weight or sailing gear section. You will not receive any of this. You already entered your event T-shirt in another screen

You are required to complete the emergency contact section. This is mandatory.

Optional health information you may wish to share with event organizer goes here.

### Crew Member Information Update (\* = Required Information)

\*\* First Name:

\*\* Last Name:

Date of Birth:

Weight:

Sailing Gear: **Shirt:**  **Shorts:**  **Shoes:**

\*\* Email:

Phone Number:

Mobile Number:

Address:

City, State, Zip, Country:

Position:

World Sailing #:

World Sailing Status:

USSailing #:

Home Yacht club:

If required, please describe your sailing experience:

Leave Blank

### Safety Course Taken (SaS, Sea Survival, etc):

Course Name:   
Course Date:

Emergency Contact Name:

Emergency Contact Phone:

Emergency Contact Mobile:

Emergency Contact email:

Are there any health issues that you would like to **voluntarily** let the Race Committee know in case of any emergency?

**If required by the event, please complete the following info:**

Year of Birth (yyyy):

Passport Number:

Passport Country:




Passport Expiry Date:

Send me Race eNews

update crew member information

Select once updates are done to return to Owners Corner Main Menu

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**Port Credit Yacht Club**  
 Mississauga, ON, Canada  
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Single Handed and Coach Registrations ONLY  
 CONGRATULATIONS! Provided you have paid the entry fee and submitted the waiver your registration is completed.  
 You can log back into Owners Corner at any time prior to the start of the event to update any information including your sail number.

Double Handed Registrations ONLY  
 You have more registration work to do to successfully set up your Crew.  
 Start by logging back into Owners Corner.

Entry Fee	Skipper/Boat Waiver
No	Yes

**Main Resources**

- [View/Update My Entry Information](#)
  - [My Sail Inventory](#)
  - [My Crew List \(2 of 2\) \(view / update\)](#)
  - [Crew Gear Size Report](#)
  - [Email my Crew](#)
  - **Verify Crew:**
    - [World Sailing Classification](#)
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  - [Skipper/Boat Waiver \(Signed\)](#)
  - [Email my Documents](#)
- [YS Software Updates](#)
  - [Email Documents to Organizers](#)



Select My Crew List

add past crew

add new crew

You have indicated that you'll have **2** crew members aboard (including yourself)  
[Change my Crew number](#)

The following Crew Name(s) are for Display Purposes Only!  
(Not including yourself)

Crew Name 1: | Crew Name

Above Crew Name(s) will be used for display purposes only. Full Crew List information should be added and maintained in the "Owner's Corner".

update my crew name display

You will note your Crew Name is shown in position 2 but no email is noted yet. It is Skippers responsibility to add your Crew email to enable Yacht Scoring to reach out to your crew and invite them to update their data.

Select update link to advance to the crew data screen

	<a href="#">Name</a>	<a href="#">Email</a>	<a href="#">Position</a>	<a href="#">Weight</a>	<a href="#">USSailing</a>	<a href="#">ISAF</a>	<a href="#">Updated</a>	<a href="#">Waiver</a>			
1.	Skipper Name	Skipper email						✓	send reminder	update	remove
2.	Crew Name							✓	send reminder	update	remove

Total Crew Weight: 0.00 Lbs  
0.0 Kg Note: Weight added only when units are known (Lbs/Kg)

Crew Member Information Update

(\*\* = Required Information)

\*\* First Name: Crew First Name

\*\* Last Name: Crew Last Name

Date of Birth: [dropdown]

Safety Course Taken (SaS, Sea Survival, etc):

Course Name: [optional] Course Date: [dd/mmm/yyyy]

Specify Crew T-shirt size here

Weight: [input]

Leave Blank

Gear: Shirt: [Size] Shorts: [dropdown] Shoes: [dropdown]

Emergency Contact Name: [Enter on shore emergency contact]

Emergency Contact Phone: [on shore phone #]

Emergency Contact Mobile: [on shore mobile #]

Emergency Contact email: [on shore full email]

\*\* Email: [Enter Crew full email]

Phone Number: [input]

Mobile Number: [Enter Crew mobile #]

Address: [Enter Crew Address]

City, State, Zip, Country: [Enter Crew City] Province Postal Country

Position: [dropdown]

World Sailing #: [optional]

World Sailing Status: [Select World Sailing Status]

USSailing #: [optional]

Home Yacht club: LEAVE BLANK - Boat Club declaration is made by Skipper

If required, please describe your sailing experience:

[optional text area]

Are there any health issues that you would like to voluntarily let the Race Committee know in case of any emergency?

[optional text area]

If required by the event, please complete the following info:

Year of Birth (yyyy): [input]

Passport Number: LEAVE BLANK

Passport Country: LEAVE BLANK

Passport Expiry Date: [dd/mmm/yyyy]

Send me Race eNews [checkbox]

At Minimum it is the Skippers responsibility to populate their Crew full email in the applicable field and then select update crew member information to return to the previous screen

Note: To assist your crew with which fields need to be completed we have populated the fields with instructional text. Please share this with your crew.

update crew member information

add past crew

add new crew

You have indicated that you'll have **2** crew members aboard (including yourself)

[Change my Crew number](#)

The following Crew Name(s) are for Display Purposes Only!

(Not including yourself)

Crew Name 1: | Crew Name

Above Crew Name(s) will be used for display purposes only. Full Crew List information should be added and maintained in the "Owner's Corner".

update my crew name display

You will note your Crew email data has been updated.

Next step is to send your crew an email to invite them to log in to Crew Corner within Yacht Scoring and fill in all the crew data required in the Crew data collection screen. Click position 2 "send reminder" to initiate the invite email to your crew.

	<u>Name</u>	<u>Email</u>	<u>Position</u>	<u>Weight</u>	<u>USSailing</u>	<u>ISAF</u>	<u>Updated</u>	<u>Waiver</u>	
1.	Skipper Name	Skipper email						✓	<input type="button" value="send reminder"/> <input type="button" value="update"/> <input type="button" value="remove"/>
2.	Crew Name	Crew email						✓	<input type="button" value="send reminder"/> <input type="button" value="update"/> <input type="button" value="remove"/>

Total Crew Weight: 0.00 Lbs  
0.0 Kg

Note: Weight added only when units are known (Lbs/Kg)

#### Final Reminders:

It is the Skippers Responsibility to:

1. Verify all Skippers Registration data is complete and accurate the PCYC waiver form has been submitted and the correct entry fee has been paid.
2. Verify your Crew data page has been fully completed including emergency contact information. You can view this at any time by logging into Owners Corner and selecting My Crew List.
3. Verify your Crew (or Crew's Parent / Guardian if Crew is a minor) has submitted the independent PCYC Waiver Acknowledgment found at <https://pcyc.net/youth-event-waiver>
4. Verify the sail number is correctly declare before you leave the dock on day one of the event.