

Entry Instructions for Crew Members 2009 Marion Bermuda Race

The Marion Bermuda Race is using a company called Compete-at to manage our registration information. When your Skipper selects the crew for the race the Compete-at system will send an invitation to your email address. Just follow these steps and you will be registered for the race:

Accept the Invitation – Creating a Passport Account

- Click on the link in the Invitation Email and you will see the Compete-at website designed to create a “Passport Account.” A Passport Account is free and it stores your information to make it easier to enter the next event. If you have competed in other sailing events you may have a Passport account -- enter your email and password to login. If not, Click in the New User section.
- Follow the steps to create your passport account. Enter the information requested, Confirm it and then return to the **Passport Homepage**.
- If you see the red “verify your email message” click on the link indicated. It sends you an email to conform with the new US privacy of information rules so the registration system knows the information is coming from a computer you control. In your email system, open the verification email and click the verify link. Then return to the Passport Account page.
- Do not bother to fill in the Standard Forms – move on to the Race section (see next step)
- You will see [2009 Marion Bermuda Race](#) listed in the Invitations section of the Compete-at website
- Click on [YES, Accept Invitation](#)
- Then Click on the [2009 Marion Bermuda Race](#) link in the **Your Events** section – you should arrive at your personal page of the Marion Bermuda Race registration. You will find Important Dates, Other Team members and your personal Requirements with the current status.

Fill in the Forms

- In the **Requirements** box, Click a form name or the pencil symbol next to it.
- Fill in the required information and **SAVE** the form. You can return to edit the information at any time.
- When it is complete and ready to use Check the box next to: “Yes this form is complete...” and SAVE the form.

Check your Status

- As you progress, the Requirements page will show which forms are complete or not yet submitted.
- Please check to be sure the information is correct on each form.
- When they are all Complete – you’re registered for the race!

NOTES

- You will need a current Passport to enter Bermuda and return to the United States. Passports can take many weeks to be issued so plan ahead.
- The “Yacht on Shore” form is used to tell us where and/or with whom you will be staying in Bermuda. Enter the person’s name etc. in the Personal Information blanks. If you are staying on board leave the Personal Info blank and type “Staying Aboard” in the Additional Information box.
- If you are using a computer in a business environment you may need to add www.compete-at.com to your list of Trusted sites. Check with your technical staff.