

Before you begin the entry process please ensure you have the following:

- Players names
- Players CDH/Lifetime ID
- Players email addresses
- Players contact numbers
- Winning pairs Stableford points
- Date of qualifier
- Number of pairs who played in the qualifying round at your club.
- Valid credit/debit card, google pay or Link

1. Click the link next to the Area Final you wish to enter and use the instructions below to assist in the completion of the online entry form.

PLAYERS Screen

R&A Coronation Foursomes - Came Down Area Final
Came Down Golf Club
4/8/2021

PLAYERS

> ADD PLAYER 1 ➡ +

> ADD PLAYER 2 ➡ +

A Class: Team too small

Number of pairs in qualifying event: Current price: 16€ (Based on minimum fee)

3 ➡

← BACK CONTINUE

Image No.1

2. Click the + to the right of ADD PLAYER (No. 1)
3. On the ADD TEAM MEMBER pop-up window select which Union from the dropdown menu and enter player 1's lifetime ID (CDH number) and Surname
4. Click SEARCH
5. Check that the name that now shows in the FOUND area matches Player 1's details
6. If at this stage it does not find the member please use the alternative method below to enter that player
7. Enter the players email and mobile number in the relevant fields
8. Click ADD
9. Repeat steps 1 – 8 for Player 2 (No.2)
10. Enter number of pairs that played in the club qualifying round (No.3)
11. Click CONTINUE
12. You will be asked at this time to confirm the number of pairs who played in the qualifying round at your club*
13. Click YES

****Please note you must enter the number of pairs who played in the qualifying round at your club not just the pair who you are entering into the area final venue.***

Alternative entry method

(please use this method if you cannot get the above option to find player)

14. Click the + to the right of ADD PLAYER (No. 1)
15. On the ADD TEAM MEMBER pop-up window select other union/manual entry from the dropdown menu
16. Enter all details marked with a red Asterix
17. Click ADD
18. Repeat steps 14 – 17 to enter player 2
19. Repeat steps 10 – 13 above

Please note: You can add players using both methods above, this applies even if you have used the Lifetime ID for player 1 or 2 and the manual entry for player 1 or 2.

INVOICE DETAILS Screen

20. In the company field enter the name of the Golf Club – this is for your invoice only so please fill in details according to who you wish the invoice made out to i.e. golf club or yourself.
21. Fill in all fields with a red Asterix.

COMPETITION ENTRY

LANGUAGE

R&A Coronation Foursomes - Llanishen Area Final
Llanishen Golf Club
23/7/2021

R&A CORONATION
FOURSOMES

PLEASE FILL OUT YOUR INVOICE DETAILS

Company

First name *

Last name *

Email: *

Phone number: *

CO:

Address: *

City: *

County/Region:

Post code: *

REQUESTS Screen

COMPETITION ENTRY

LANGUAGE

R&A Coronation Foursomes - Came Down Area Final
Came Down Golf Club
4/8/2021

R&A CORONATION
FOURSOMES

REQUESTS

Team

Start time request: (none) v

*

Golf Club

*

Club Official

Team Section

22. Fill in all fields with a red Asterix
23. Start time request – Early = AM / Late = PM
(If you wish to request a specific tee time please note this in the comments, we will try to accommodate you request but this cannot be guaranteed.

SUMMARY Screen

Check that the amount showing is correct and click **PAY NOW**

CONFIRMATION Screen

24. Click "I accept the terms"
25. Click **PAY NOW**

PURCHASE INFORMATION – Payment method screen

26. You can select to pay by credit/debit card, google pay or link.
27. Select you payment method
28. Follow instructions for your preferred payment type.
29. Click **VALIDATE PAYMENT**
30. You will then receive a receipt at the end that you can save or print.
31. To print - Click **PRINT** or to save – Click **PRINT** and chose to save as a **PDF**.