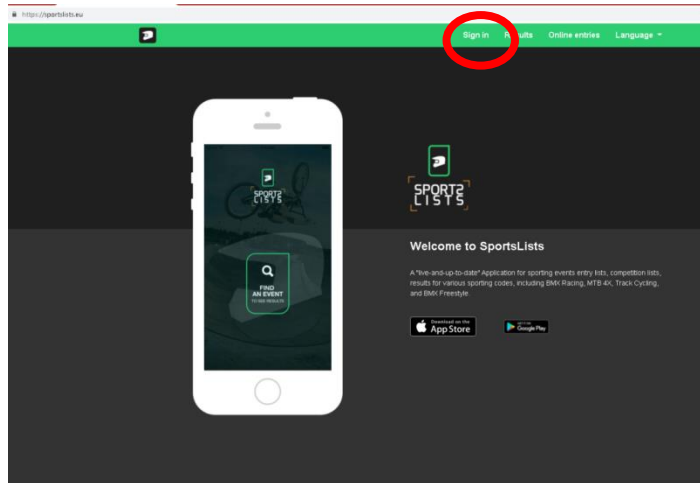


# Online Entry Guidelines - 2021

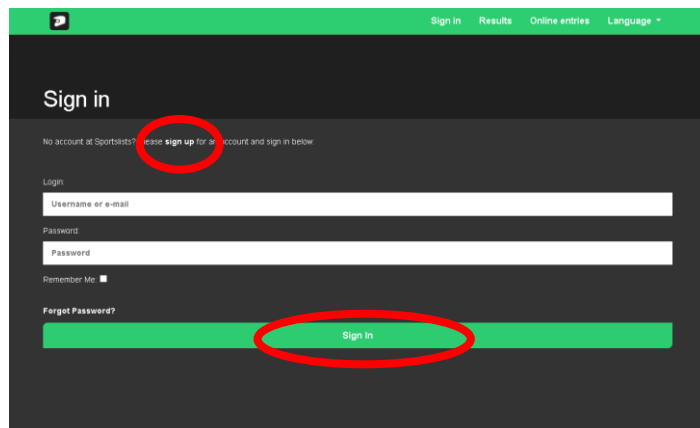


## Online Entry is also available via the SportsList LITE mobile App

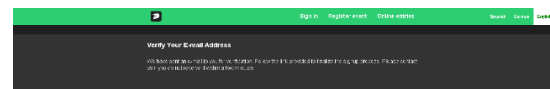
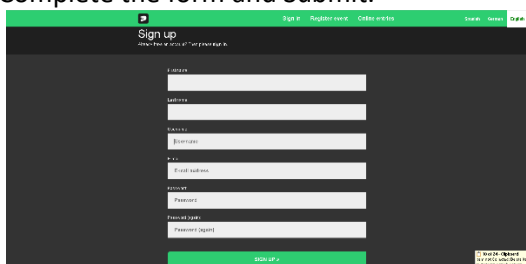
1. Go to <https://sportslists.eu/>
2. Select Sign in



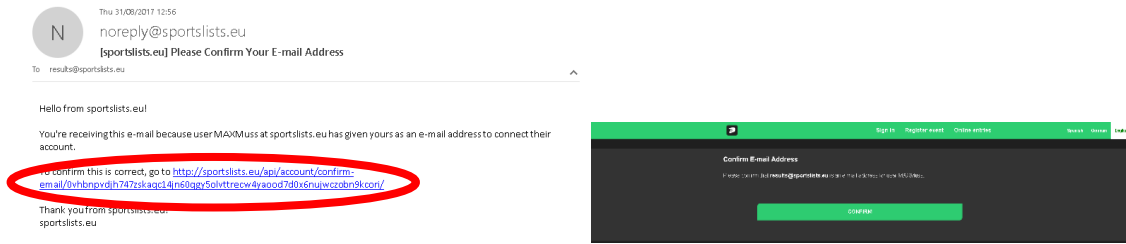
3. On the Sign in page, either sign in with your current user name (go to step 5), or if you are a **new user**, select Sign up.



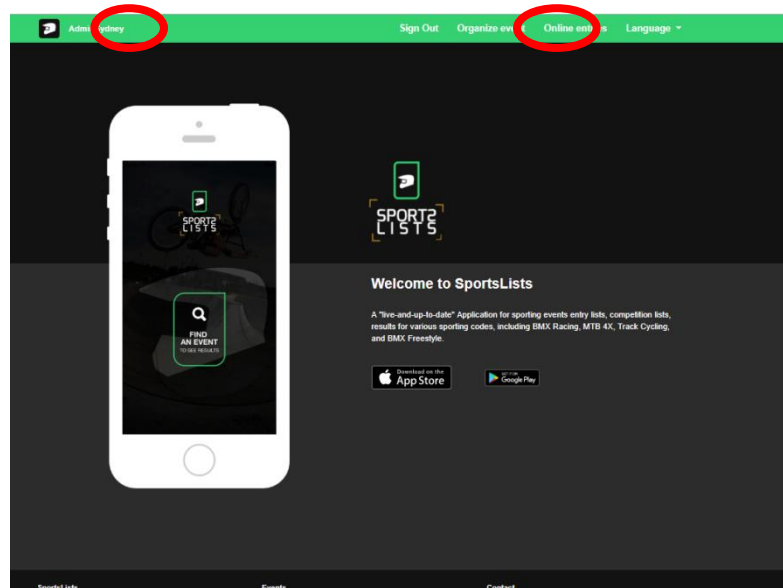
4. New User registration: Email  
Complete the form and Submit.



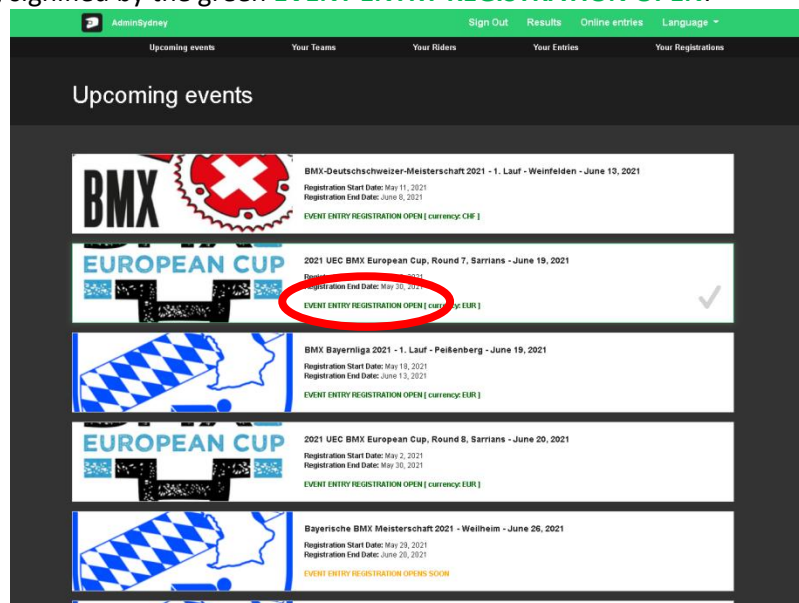
You will then receive an email and verify your email address by clicking on the link.



5. Once you sign in your user name will appear to show that you are logged on. Then Select Online entries

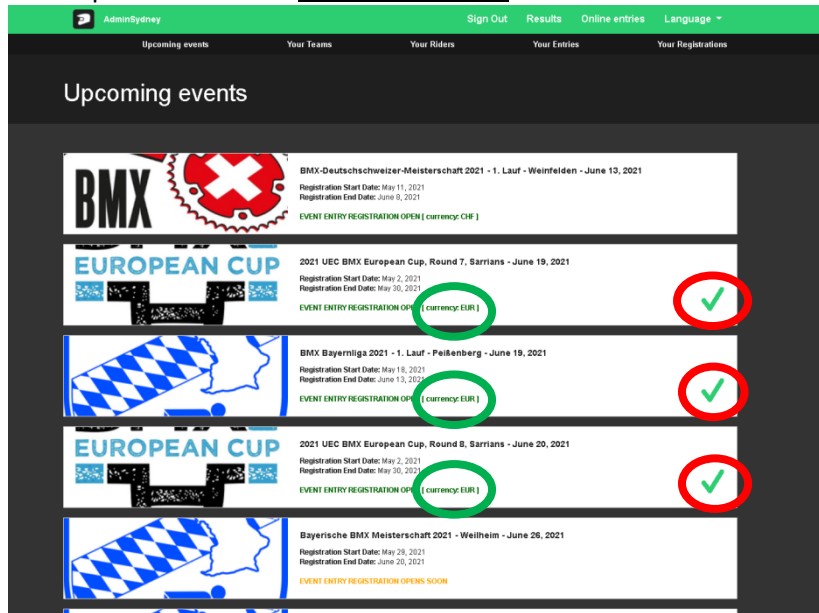


6. You will be directed to the Upcoming events page. Select the events you wish to enter clicking on the event. Ensure that the event is open for registration, signified by the green **EVENT ENTRY REGISTRATION OPEN**.

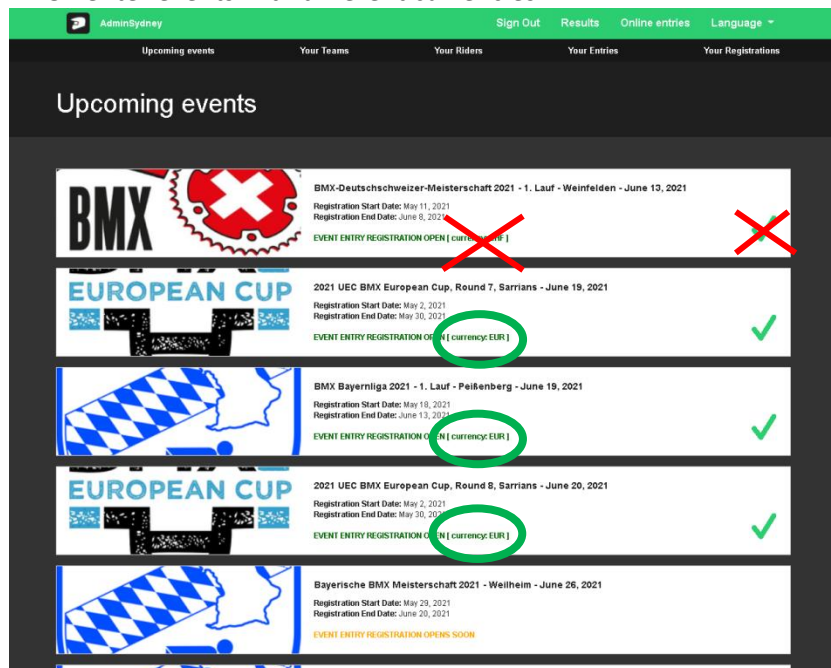


Upcoming events that are not open for registration will be in orange **EVENT ENTRY WILL OPEN SOON**  
Events that have already closed are shown in red **EVENT ENTRY REGISTRATION CLOSED**

7. Then select the events you wish to enter by clicking on the event itself. A green ✓ will appear in the event box. You can select multiple events of the **SAME CURRENCY**.



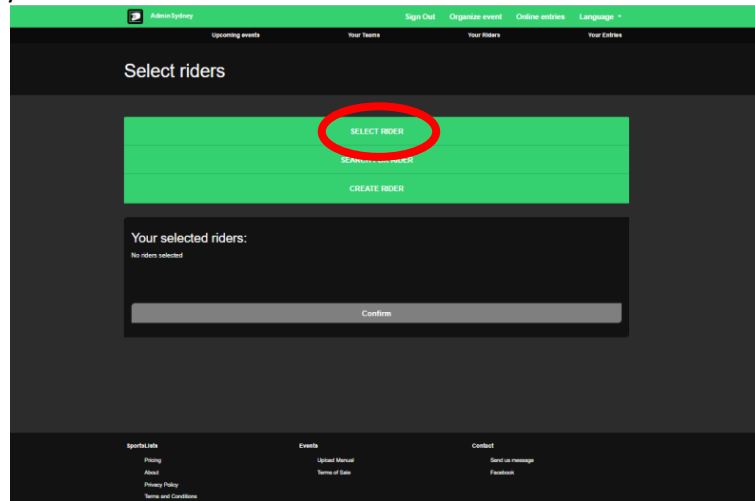
You CANNOT enter events with different currencies.



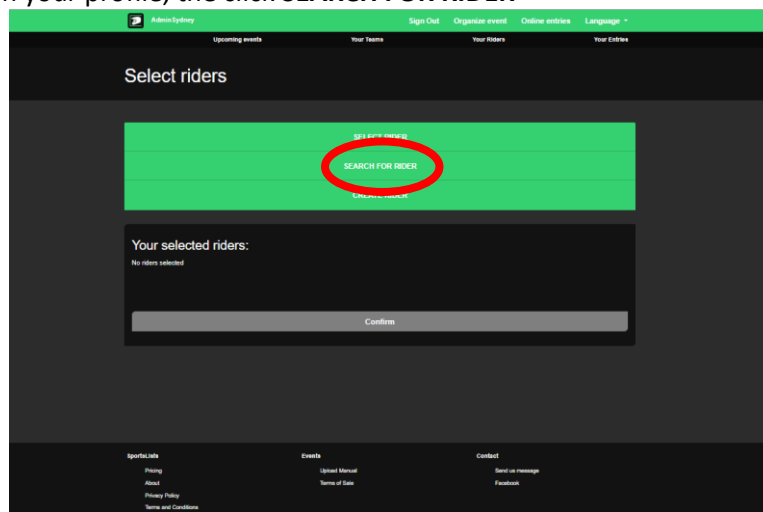
Once you have selected all the events you wish to enter, click **Confirm**



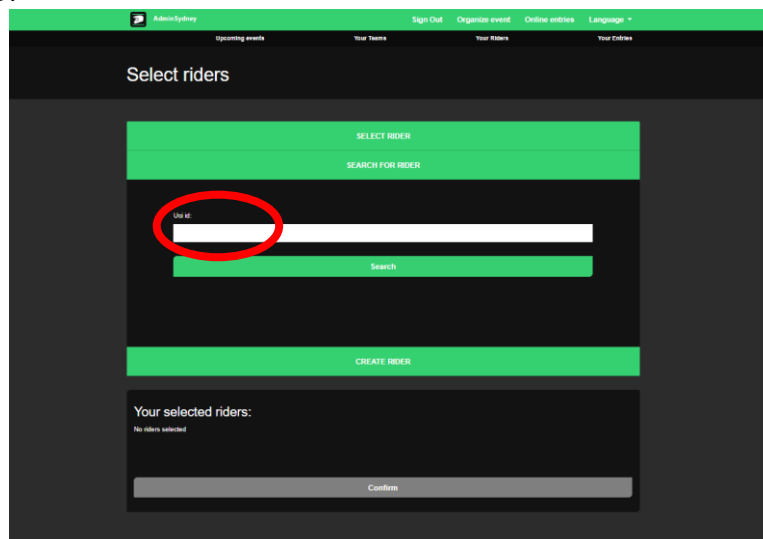
8. Now select the Riders you wish to enter



If there are no riders in your profile, the click **SEARCH FOR RIDER**

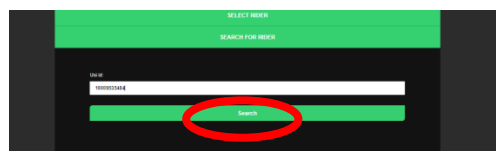


9. Enter the riders UCI ID.



(The 11 digit number on your licence card starting with 10.....)

Then click **Search**



10. The riders' details will be retrieved from the UCI DataRide rider database.

SEARCH FOR RIDER

Uci id:  
1000953484

Search

Last Name:	
First Name:	
UCI ID:	1000953484
Age:	22
Gender:	Male
Nationality:	GER

To complete adding new rider, please provide club and at least one of transponder numbers.  
If you leave transponder fields blank, you will be charged for a transponder hire.

Club:  
Transponder 20 inch:  
Transponder 24 inch:

Add

11. Then add the riders' Club and enter their MyLaps transponder number/s. Once all details have been added, click **Add**

SEARCH FOR RIDER

Uci id:  
1000953484

Search

Last Name:	WEBSTER
First Name:	Liam
UCI ID:	1000953484
Age:	22
Gender:	Male
Nationality:	GER

To complete adding new rider, please provide club and at least one of transponder numbers.  
If you leave transponder fields blank, you will be charged for a transponder hire.

Club:  
GER - Deutschland - BMX Team Cottbus e.V.

Transponder 20 inch:  
TW-55738

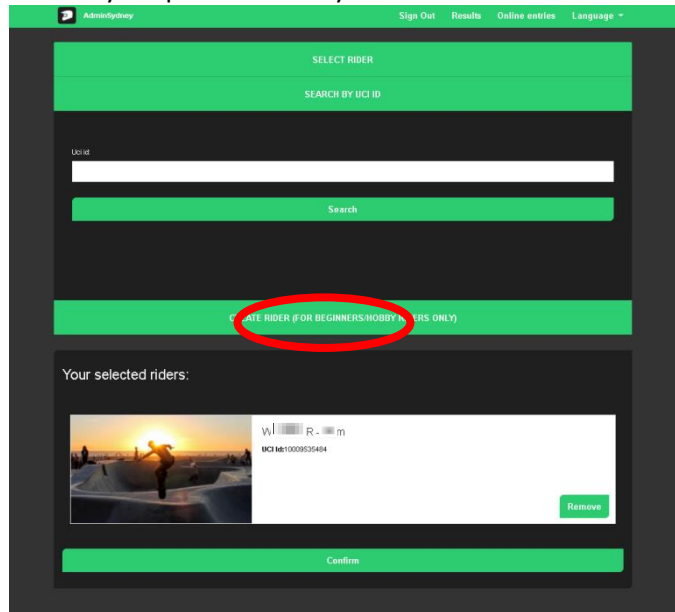
Transponder 24 inch:

Add



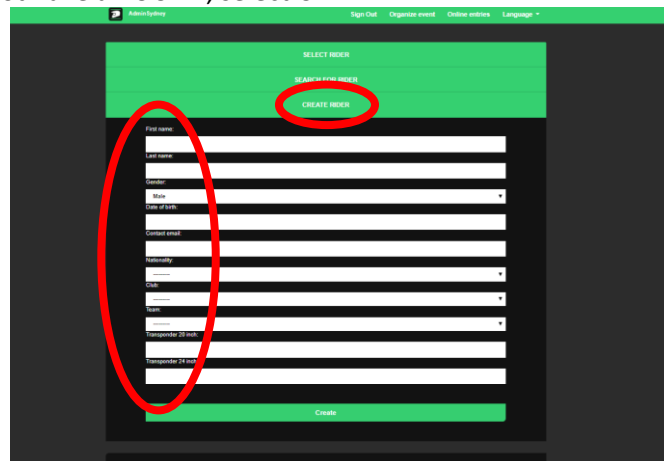
MyLaps ProChip Transponder Number

12. The rider will now be added to your profile and to your selected riders to enter the events you selected



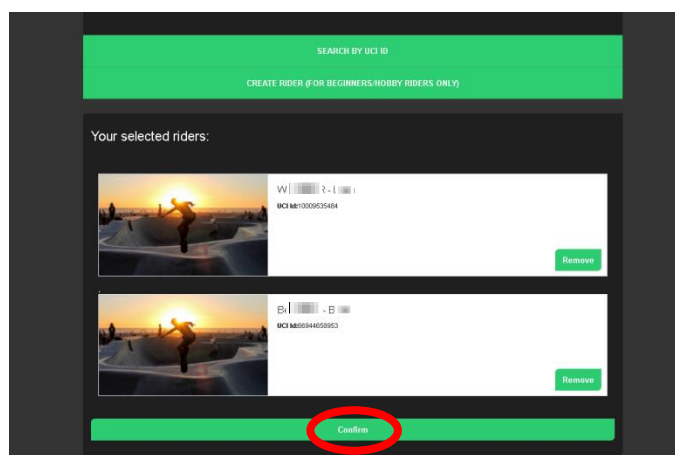
Continue and add as many riders' profiles as you like to your account.

13. To add a rider that does not have an UCI ID, select CREATE RIDER

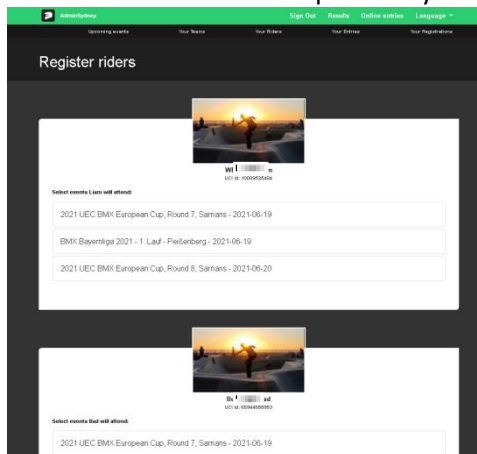


Complete all the details: First Name; Last Name; Gender; Date of Birth; Contact email; Nationality; Club; Team. If the rider has a transponder, fill this in in the corresponding field. The rider will then also be added to **Your selected riders**

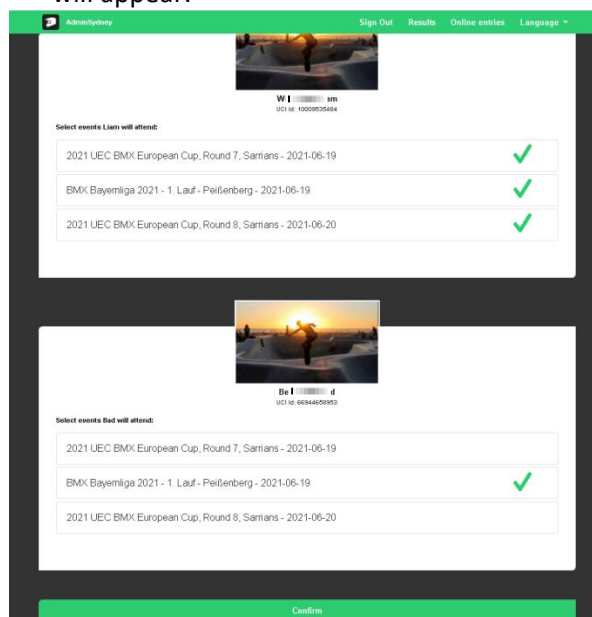
14. When you have all the riders you would like to enter, click **Confirm**



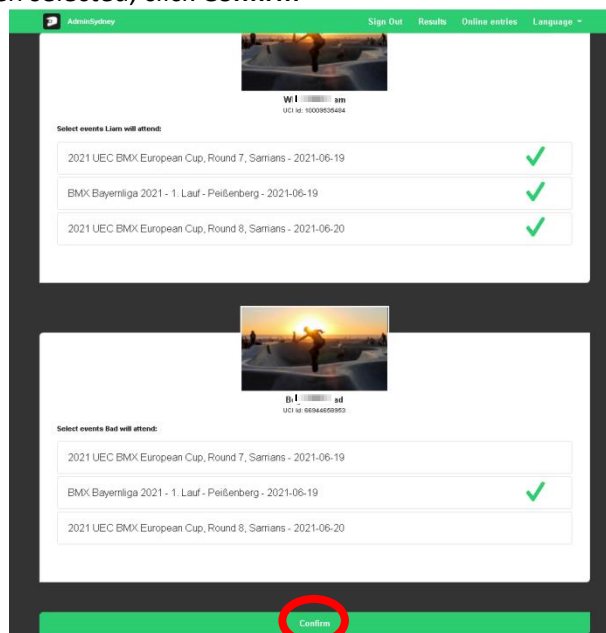
15. Select the events you would like the individual riders to compete in by clicking on the event



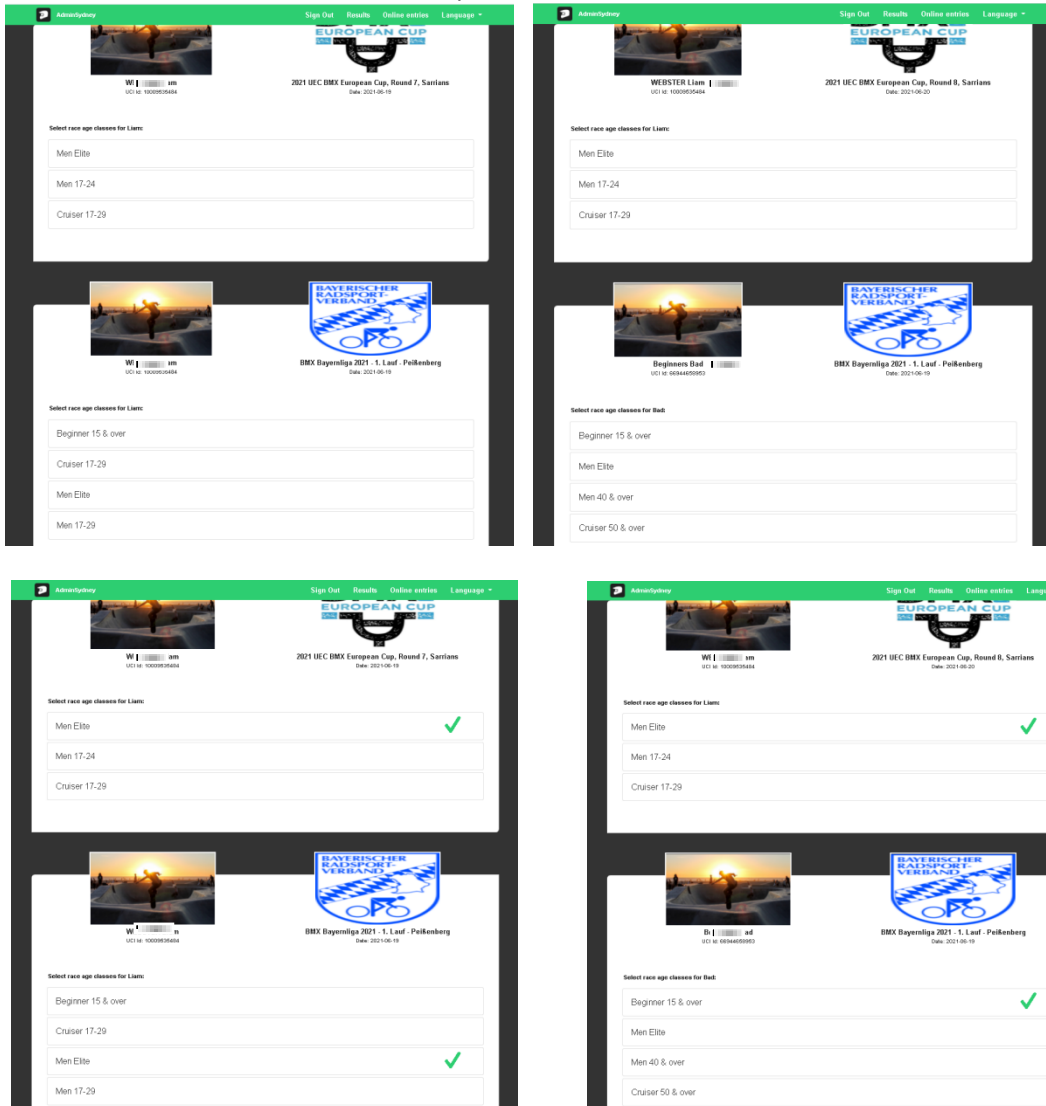
Next to the event the green ✓ will appear.



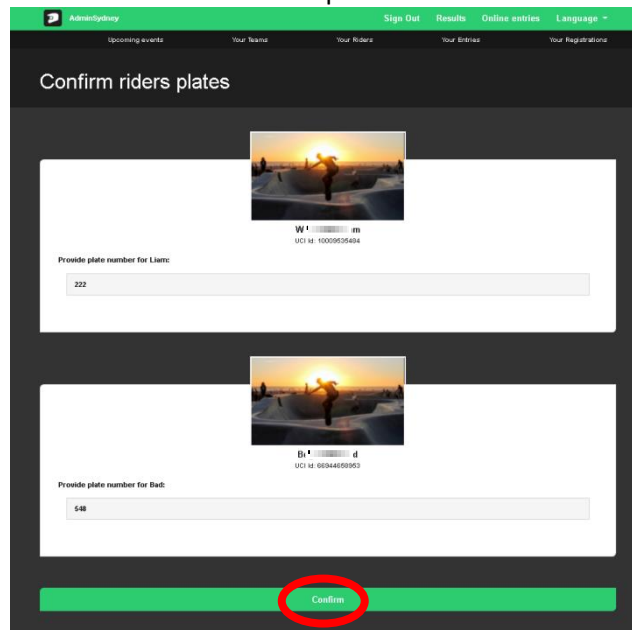
16. Once all the events have been selected, click **Confirm**



17. Now select the classes to enter for each rider per event and click **Confirm**.

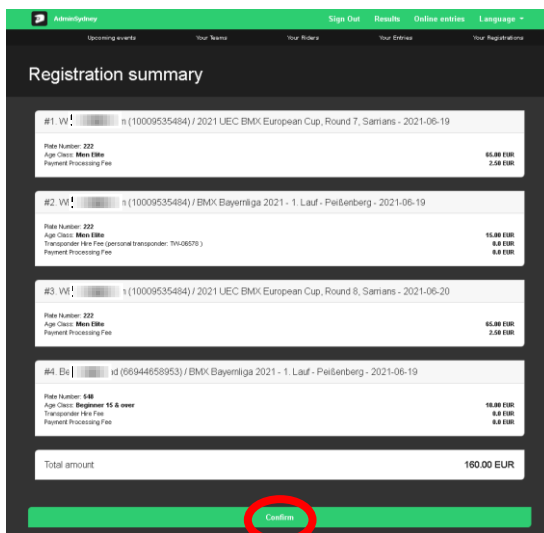


18. Some events require the plate to be added. Enter the plate numbers here and click **Confirm**

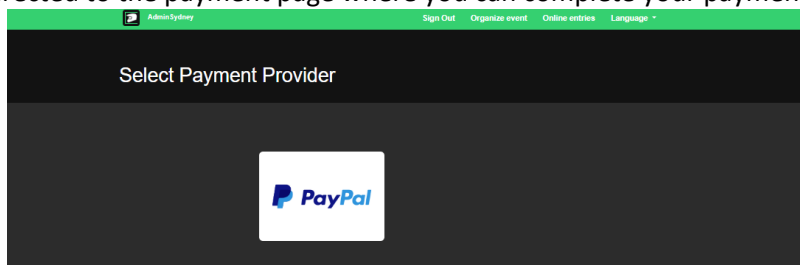




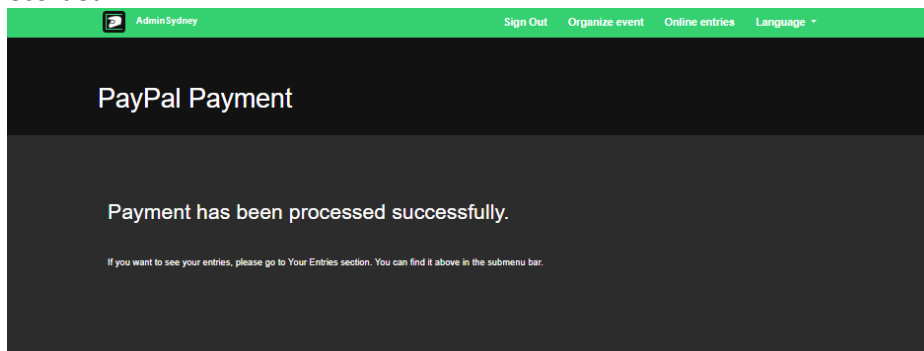
19. You will now see a summary of all events and rider with all fees. Click **Confirm** to confirm and pay for your entries



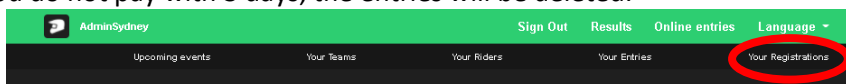
20. You will now be redirected to the payment page where you can complete your payment



21. Once you have successfully made the payment, you will be redirected to the confirmation page and your entries will be recorded.



22. If you do not pay immediately, you can return and pay via the Your Registration tab. This must be done within 3 days. If you do not pay with 3 days, the entries will be deleted.



23. If you wish to de-register for an event (withdrawal) please send an email to: [withdraw@sportslists.eu](mailto:withdraw@sportslists.eu) or [abmeldung@moto-sheets.com](mailto:abmeldung@moto-sheets.com). We will then delete you from the event and should any refunds be due (as per the technical guide for that event) these will be returned as per your original method of payment.

24. All event details can be found on: [www.moto-sheets.com](http://www.moto-sheets.com) under the tab BMX Info.