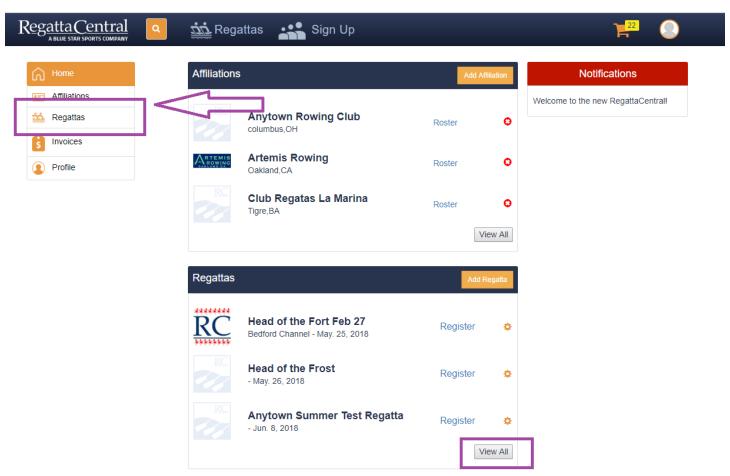


Scratching Boats - Users

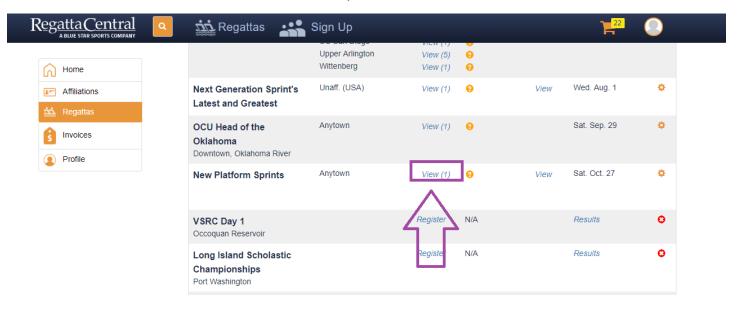
Scratching an entry is controlled by the Administrator the regatta. They may have different requirements or configurations or scratching. If so, you will want to contact them directly.

In most cases, you can follow the steps below, as long as one the below conditions are met:

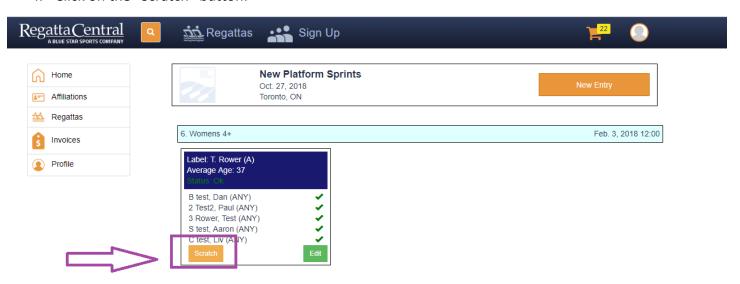
- The Standard Registration Period is open, which will remove the balance from your invoice
- The Late Registration Period is open, which will **NOT** remove the balance from your invoice
- An Administrator has given you access after registration closes to Scratch, which will NOT remove the balance from your invoice
- 1. From the User Dashboard, look for the sidebar and click on the "Regattas" page. You can also access it by clicking "View All" under the Regattas box.



2. On the Regattas page, look for the specific regatta (BC Jamie's Head of the Next Generation Payment). You will want to click the "View" link next to your affiliation.



- 3. This will take you to your Entries page. It will show you all the entries you have for that Regatta with that affiliation.
- 4. Click on the "Scratch" button.



- 5. If you are sure you want to scratch, click the "OK" button.
- 6. Once you are done, click the "Save" button.