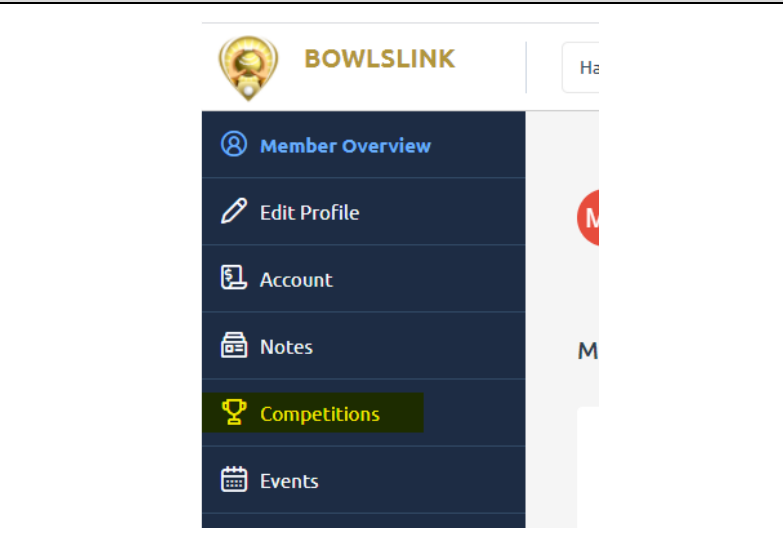


Part 2 – Find your Competition

Competitions

Once you have logged into your personal Bowslink account, you need to click on **Competitions** on the left-hand side menu.

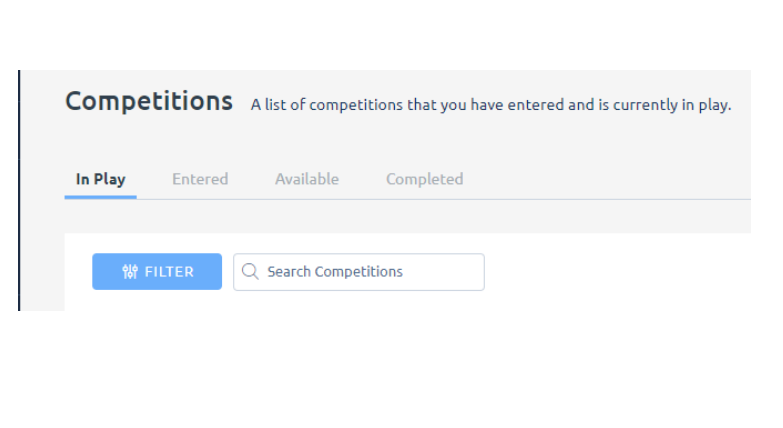
1 **Members that have Club Admin rights need to make sure that they access their MyClubs profile not the Club Administration profile.*



Once you click on **Competitions** you have four tabs you can access.

2

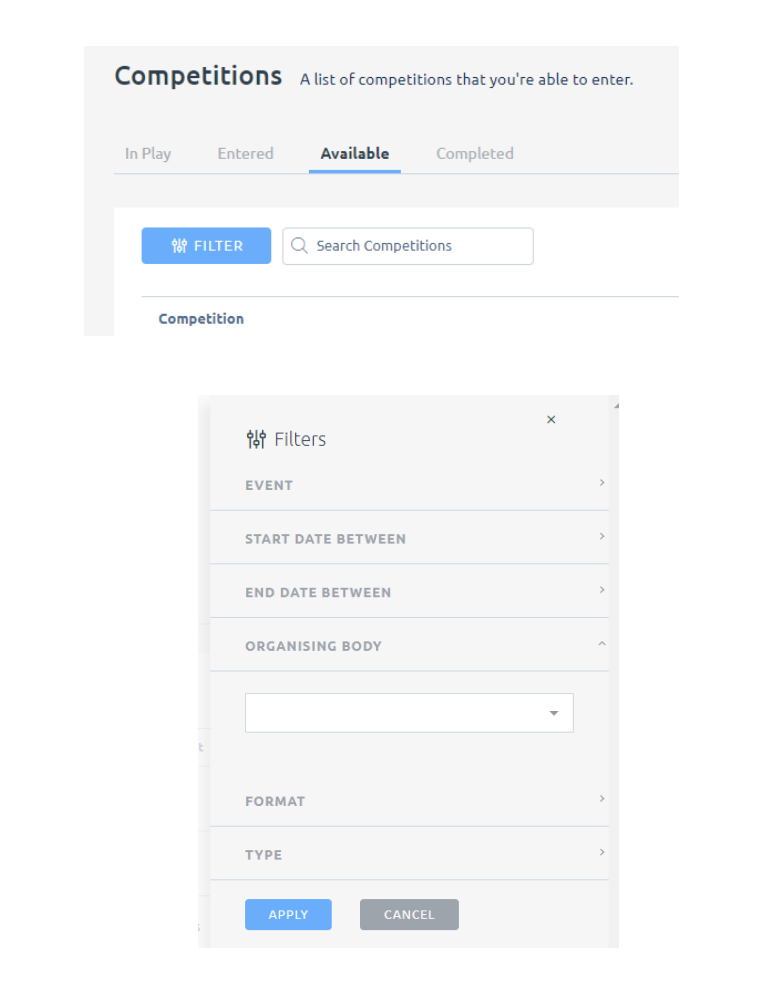
In Play – comps that are currently being played.
Entered – comps you have entered but are not In Play.
Available – comps that you can enter.
Completed – comps that you have entered that have finished.



There are two ways to find a competition that your Organising Body has created.

3

- 1) Click **Available**, type the competition **Title** in the Search Competition option. The search function will look for keywords in the competition Title not the name of the Organising Body.
- 2) Click the blue **Filter** button next to Search Competition option, click the dropdown arrow next to Organising Body, type your Organising Body and click **APPLY**.

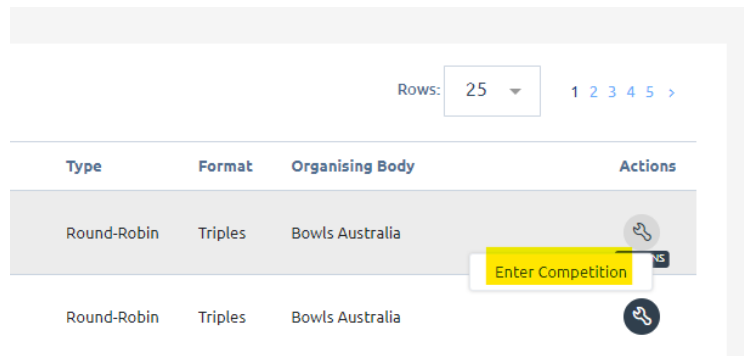


Part 3 – Enter a Competition

1

Enter Competition

Once you have found your Competition, click the **Action Button** and click **Enter Competition**.



2

Completing the Online Entry Form

Once you click **Enter Competition** you need to complete the online entry form.

Most entry forms have four steps to complete.

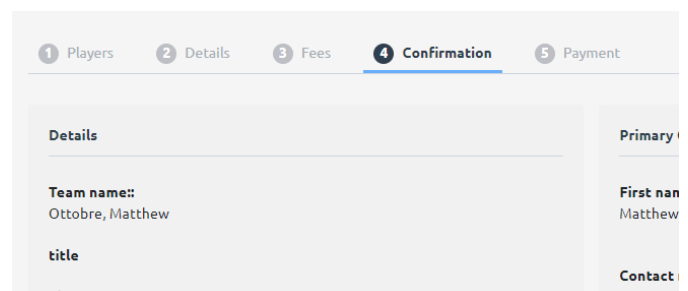
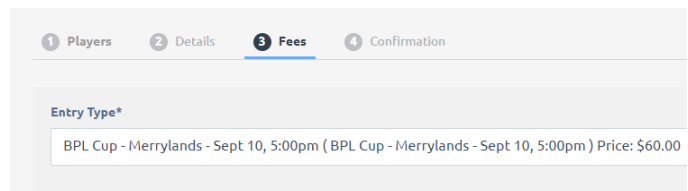
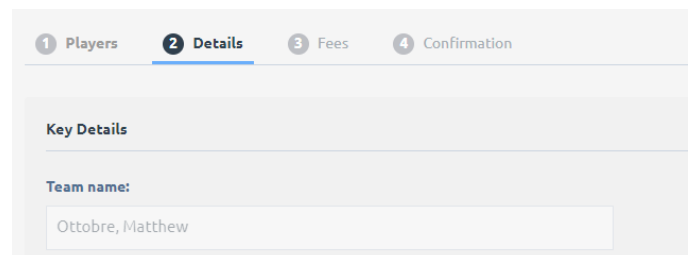
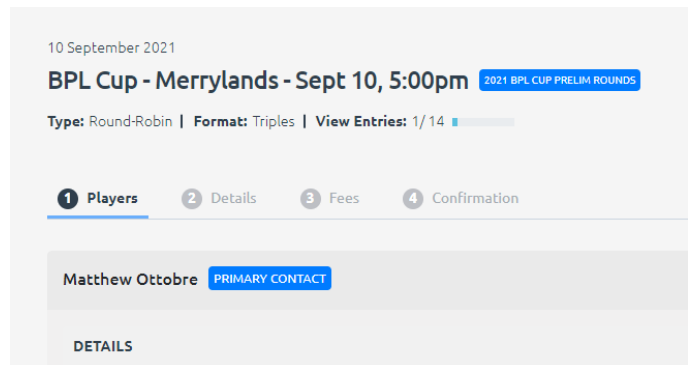
1 Players – here you add your personal information to the required fields. If you're entering on behalf of your team (pairs, triples, fours), you will be required to add players and their details. Linking the player to their ID number saves entering all the details.

2 Details – mainly your team name, can contain additional details from the Organising Body.

3 Fees – here you may need to select your payment option, does depend if the Organising Body is taking payment through BowlsLink.

4 Confirmation – check your details are correct and tick **Yes, I accept the T&Cs** then click **Confirm & Submit**.

*If your comp has a fee, Step 5 is payment.
 **Because you're using your BowlsLink profile most fields will be pre-filled.
 ***It's a good idea to have team member's ID numbers when entering on behalf of a team.



3

Help Video

Click on the video on the right that demonstrates the above process in a short help video.



[Click Here](#)