

## HOW TO ENTER

### STEP 1

Once you have clicked on the “entries” button you will see the following screen.

*Up To 9 People May Be Included In This Booking, Please Enter How Many*

If for example you are booking for 2 golfers you would need to type in the number 2 (You will need to include yourself in the number).

If you are booking for 2 golfers and 2 guests attending the trivia night, presentation night or both nights you will need to type in 4

### STEP 2

Once you have entered the number of people you are registering for, the following screen will come up. You will need to click on “The Booker is NOT a Member”

The Booker is a Member  The Booker is NOT a Member

### STEP 3

The next screen will appear where you enter your details first, click on “Select Price” and choose “Golfer” for the price option and the price will come up automatically. You are “Player 1”. You will also need to put in your name again, Club name, handicap and golflink number.

### STEP 4 – Entering additional golfers

You will need to start with entering the other golfers details first. Please enter their name, Club name, handicap and golflink number in “Player 2” and the next golfer in “Player 3” and so on.

Please select which tee time you would prefer.

You will then need to add “Player 2’s” name again and “Select Price” of golfer, the same for “Player 3” and so on

The Booker is a Member  The Booker is NOT a Member

**Cancel**

### Port Stephens Golf Classic

Firstname	<input type="text"/>	Surname	<input type="text"/>
Phone	<input type="text"/>	Mobile	<input type="text"/>
E-Mail	<input type="text"/>		
Dietary Requirements	<input type="text"/>		
Note	<input type="text"/>		
Price Options	--Select Price-- <input type="button" value="v"/>		
Price \$	<input type="text"/>		
Total Price \$ (Inc Guests)	<input type="text" value="0.00"/>		

### Details

Player 1 - Name	<input type="text"/>
Player 1 - Club Name	<input type="text"/>
Player 1 - Handicap	<input type="text"/>
Player 1 - Golfink Number	<input type="text"/>
Player 2 - Name	<input type="text"/>
Player 2 - Club Name	<input type="text"/>
Player 2 - Handicap	<input type="text"/>
Player 2 - Golfink Number	<input type="text"/>
Player 3 - Name	<input type="text"/>
Player 3 - Club Name	<input type="text"/>
Player 3 - Handicap	<input type="text"/>
Player 3 - Golfink Number	<input type="text"/>
Player 4 - Name	<input type="text"/>
Player 4 - Club Name	<input type="text"/>
Player 4 - Handicap	<input type="text"/>
Player 4 - Golfink Number	<input type="text"/>

Which Tee Off Time  6.30am - 8.06am  
Would You Prefer?  11.00am - 12.15pm

Please Enter The Names Of Your Guest(S)

DelName	Select Price	Price \$	Dietary Req.
<input type="text"/>	-- Select Price --	0	Show ↓
<input type="text"/>	-- Select Price --	0	Show ↓
<input type="text"/>	-- Select Price --	0	Show ↓

### STEP 5 – Entering guests who aren't playing golf

When it comes to your guests who are attending either the Trivia night, the Presentation night or both, you will just simply have to put their names in this section and "Select Price" to choose which events they will be attending:

Please Enter The Names Of Your Guest(S)

DelName	Select Price	Price \$	Dietary Req.
<input type="text"/>	-- Select Price --	0	Show ↓
<input type="text"/>	-- Select Price --	0	Show ↓
<input type="text"/>	-- Select Price --	0	Show ↓

For an example of 2x golfers and 2x guests please see below of what your screen will eventually look like:

### Port Stephens Golf Classic

Firstname	<input type="text" value="John"/>	Surname	<input type="text" value="Smith"/>
Phone	<input type="text" value="(02) 9876 5432"/>	Mobile	<input type="text" value="0401 234 567"/>
E-Mail	<input type="text" value="johnsmith@hotmail.com"/>		
Verify E-Mail	<input type="text" value="johnsmith@hotmail.com"/>		
Dietary Requirements	<input type="text" value="Nil"/>		
Note	<input type="text"/>		
Price Options	<input type="text" value="Golfer"/>		
Price \$	<input type="text" value="310.00"/>		
Total Price \$ (Inc Guests)	<input type="text" value="730.00"/>		

### Details

Player 1 - Name	<input type="text" value="John Smith"/>
Player 1 - Club Name	<input type="text" value="ABC Golf Club"/>
Player 1 - Handicap	<input type="text" value="15"/>
Player 1 - GolfLink Number	<input type="text" value="1234567891"/>
Player 2 - Name	<input type="text" value="Peter Walker"/>
Player 2 - Club Name	<input type="text" value="ABC Golf Club"/>
Player 2 - Handicap	<input type="text" value="17"/>
Player 2 - GolfLink Number	<input type="text" value="9876543219"/>
Player 3 - Name	<input type="text"/>
Player 3 - Club Name	<input type="text"/>
Player 3 - Handicap	<input type="text"/>
Player 3 - GolfLink Number	<input type="text"/>
Player 4 - Name	<input type="text"/>
Player 4 - Club Name	<input type="text"/>
Player 4 - Handicap	<input type="text"/>
Player 4 - GolfLink Number	<input type="text"/>
Which Tee Off Time Would You Prefer?	<input checked="" type="checkbox"/> 6.30am - 8.06am <input type="checkbox"/> 11.00am - 12.15pm

### Please Enter The Names Of Your Guest(S)

Del	Name	Select Price	Price \$	Dietary Req.
<input type="checkbox"/>	<input type="text" value="Peter Walker"/>	<input type="text" value="Golfer"/>	<input type="text" value="310.00"/>	Hide ↑
<input type="text" value="Gluten free"/>				
<input type="checkbox"/>	<input type="text" value="Rebecca Smith"/>	<input type="text" value="Mon &amp; Fri Gues"/>	<input type="text" value="65.00"/>	Show ↓
<input type="checkbox"/>	<input type="text" value="Sarah Walker"/>	<input type="text" value="Friday Dinner G"/>	<input type="text" value="45.00"/>	Show ↓

STEP 6 - Payment

Click on "Pay by Credit Card" and the following screen will appear:

## Port Stephens Golf Classic Invoice Payment

### Enter Your Payment Details

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Invoice Number 08833160180420031538

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Amount **\$730.00 AUD**

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Credit Card Number

Card Expiry Date  /

CVV2  

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As you can see it has added up the total amount for you.

Please fill in your credit card details and click continue. Your entries will then be processed and you can print out your receipt as confirmation.

If you have any problems with any of the above, please don't hesitate to contact Nelson Bay Golf Club Reception on: (02) 4981 1132.