

## Little Athletics Region 5 Track Gala Day

### NOMINATION PROCESS FOR U13-U17 Athletes.

1. Go to the Your Centre Little Athletics website
2. Click on "Family Log In" button
3. Login to ResultsHQ
4. Click on Nominations (from the menu)
5. Click on Begin Nomination for the event(s) you wish to enter
6. Click on the checkbox against the events you are entering (right hand side). Click Next
7. Check details on the Summary Screen. Click Next
8. Click on Payment Method and select Cash/EFT/Voucher. Click Pay Cash/EFT (\*\* **NO PAYMENT IS REQUIRED** however this step is necessary to complete the process \*\*)
9. A confirmation receipt will appear, and you will also receive an email confirmation. **Please ensure your child's details appear on the confirmation email.**
10. Entries close at 5pm Monday 1<sup>st</sup> February – **NO LATE ENTRIES** will be accepted

Please note refer to the Region 5 Track Gala Day Program for event days and 'Not Before' times

For full instructions on how to nominate please click the following link

<https://support.timingsolutions.com.au/hc/en-us/articles/207167736-4-Family-Portal-Nominations>