To be completed by Race Committee Officer (RCO)

Name:		Tel:		eMail:	

Date:		Series:		Race:	

Wind & Direction		*TIME*	
Conditions		*R C O*	

1 Guide for Race Committee to ensure accurate results and posting to the GNS website in a timely manner.

These notes are provided to give clarity to those volunteers who may not be familiar with the sailboat scoring process. Please read carefully.

1. All boats that wish to be scored should have a current SYLVRA Handicap.
2. Ensure that the SAIL NUMBER is captured accurately and the fleet that the boat wishes to compete in -(Note: A PHRF boat that wishes to compete 'White Sail' - this should be reflected in the **NOTES** section below so the correct handicap can be applied in SailWave.)
3. The BOAT TYPE should also be entered.
4. To simplify the scoring process **ALL** times are based on **TIME of DAY (TOD)** This should be taken from either the Race Committee's watch or where applicable the large clock on the committee boat. ***Ensure each fleet 'START TIMES' are entered on FINISH SHEET***
5. Best practice is that 2 people fill in separate **sets of SHEETS**. This provides a back-up copy should there be any discrepancy.
6. ***ALL completed sheets*** making up this package: this cover page, the **Check-In sheet**, and the **FINISH SHEETS** for the race should be handed over to the individual club score person to be entered into SailWave and posted to the GNS Racing website. Any duplicate **SHEETs** should also be returned.

	SAIL #	BOAT TYPE	FLEET	NOTES
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

Use this page to sign-in **_ALL BOATS_** that identify themselves (and the fleet in which they want to compete) to the Committee Boat. **_Pages 1 thru 4 of this package to be returned to club scoring person after the race._** Write in minimum the **SAIL NUMBER & BOAT TYPE** in the correct section pertaining to scoring fleets.

Use this sheet to verify the number of boats in each fleet by counting boats crossing the line at each START

DIVISION 1: PHRF I & II

	SAIL	TYPE	WS	NOTES
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

DIVISION 2: PHRF III Spinnaker Only, No White Sail

	SAIL	TYPE		NOTES
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

DIVISION 3: WHITE SAIL _(PHRF I NOT ALLOWED HERE)_

	SAIL #	TYPE	NOTES
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			

DIVISION 4: DINGY/FIREBALLs/OTHER

	SAIL #	TYPE	NOTES
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			

Use this page to write in the **SAIL NUMBERS** of the boats as they cross the line. Note the TIME OF DAY (TOD) in the **'FINISH TIME'** column. Confirm and transcribe the **BOAT TYPE** and **FLEET** from the PRE-RACE CHECK-IN sheet.

****** Ensure each fleet 'START TIMES' are entered below ******

1st WARNING Gun :		Fleet START Times	
START #1	START #2	START #3	
START #4	START #5	START #6	

All 3 pages of this package to be returned to club scoring person after the race for entry to SailWave.

	SAIL #	FINISH TIME (Time of Day)			BOAT TYPE	FLEET
1		hour	min	sec		
2		hour	min	sec		
3		hour	min	sec		
4		hour	min	sec		
5		hour	min	sec		
6		hour	min	sec		
7		hour	min	sec		
8		hour	min	sec		
9		hour	min	sec		
10		hour	min	sec		
11		hour	min	sec		
12		hour	min	sec		
13		hour	min	sec		
14		hour	min	sec		
15		hour	min	sec		
16		hour	min	sec		
17		hour	min	sec		
18		hour	min	sec		
19		hour	min	sec		
20		hour	min	sec		
21		hour	min	sec		
22		hour	min	sec		
23		hour	min	sec		
24		hour	min	sec		
25		hour	min	sec		
26		hour	min	sec		
27		hour	min	sec		
28		hour	min	sec		
29		hour	min	sec		
30		hour	min	sec		
31		hour	min	sec		
32		hour	min	sec		
33		hour	min	sec		
34		hour	min	sec		
35		hour	min	sec		
36		hour	min	sec		
37		hour	min	sec		
38		hour	min	sec		
39		hour	min	sec		
40		hour	min	sec		

All completed pages of this package to be returned to club scoring person after the race for entry to SailWave.

	SAIL #	FINISH TIME (Time of Day)			BOAT TYPE	FLEET
41		hour	min	sec		
42		hour	min	sec		
43		hour	min	sec		
44		hour	min	sec		
45		hour	min	sec		
46		hour	min	sec		
47		hour	min	sec		
48		hour	min	sec		
49		hour	min	sec		
50		hour	min	sec		
51		hour	min	sec		
52		hour	min	sec		
53		hour	min	sec		
54		hour	min	sec		
55		hour	min	sec		
56		hour	min	sec		
57		hour	min	sec		
58		hour	min	sec		
59		hour	min	sec		
60		hour	min	sec		
61		hour	min	sec		
62		hour	min	sec		
63		hour	min	sec		
64		hour	min	sec		
65		hour	min	sec		
66		hour	min	sec		
67		hour	min	sec		
68		hour	min	sec		
69		hour	min	sec		
70		hour	min	sec		
71		hour	min	sec		
72		hour	min	sec		
73		hour	min	sec		
74		hour	min	sec		
75		hour	min	sec		

Use this page to write in the **SAIL NUMBERS** of the boats as they cross the line. Note the TIME OF DAY (TOD) in the **'FINISH TIME'** column. Confirm and transcribe the **BOAT TYPE** and **FLEET** from the PRE-RACE CHECK-IN sheet.

****** To be completed as the BACK-UP Score Sheet ******

1st WARNING Gun :		Fleet START Times	
START #1	START #2	START #3	
START #4	START #5	START #6	

All pages of this package to be returned to club scoring person after the race for entry to SailWave.

	SAIL #	FINISH TIME (Time of Day)			BOAT TYPE	FLEET
1		hour	min	sec		
2		hour	min	sec		
3		hour	min	sec		
4		hour	min	sec		
5		hour	min	sec		
6		hour	min	sec		
7		hour	min	sec		
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11		hour	min	sec		
12		hour	min	sec		
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14		hour	min	sec		
15		hour	min	sec		
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18		hour	min	sec		
19		hour	min	sec		
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21		hour	min	sec		
22		hour	min	sec		
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29		hour	min	sec		
30		hour	min	sec		
31		hour	min	sec		
32		hour	min	sec		
33		hour	min	sec		
34		hour	min	sec		
35		hour	min	sec		
36		hour	min	sec		
37		hour	min	sec		
38		hour	min	sec		
39		hour	min	sec		
40		hour	min	sec		

All completed pages of this package to be returned to club scoring person after the race for entry to SailWave.

	SAIL #	FINISH TIME (Time of Day)			BOAT TYPE	FLEET
41		hour	min	sec		
42		hour	min	sec		
43		hour	min	sec		
44		hour	min	sec		
45		hour	min	sec		
46		hour	min	sec		
47		hour	min	sec		
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73		hour	min	sec		
74		hour	min	sec		
75		hour	min	sec		