

# Entering a Race Meet Online

To enter a race meet online you will need to have a log-in for the Swimming NZ websites.

You will have received your user name and password in the email advising that your membership application has been processed.

If you have an issue logging in please e-mail Brent Harris at [info@swimporirua.co.nz](mailto:info@swimporirua.co.nz) with details of the issue. Do not leave making sure that you can log in to the last minute.

## **Please note you must have a separate login for each child**

- Once you have your log-in, go to <https://fastlane.swimming.org.nz/login>. This is where your entries will be submitted.
- Once logged in, you will see 'Upcoming Meets' on your Dashboard page
- You will see the list of meets.
- Click on "Enter" Tab next to the meet you want to enter.
- This will take you to an information page. All meet information for the race meet will be displayed on this page and it will be updated as new information becomes available (eg: psych sheets, seating plans)
- When the race meet is open for entries the 'Enter' button will appear. Click 'enter' and then proceed through the screens until you reach the page where you can submit your entries.
- After entering 'Yes' for the events your child wants to swim, scroll down the window and click 'proceed' to continue.
- For a Gold Coast there won't be any entry fees to pay online, as these are paid at the door on the day of the meet. For other meets, you will be required to pay entry fees online after selecting your swimmers events. You will need to pay the entry fees by credit card.
- You can view your child's entries by going back to the meet information page and clicking the "competitors" tab (sort and view by swimmer's name or club).

Please feel free to contact the race secretary, Haiou Wang on [race@swimporirua.co.nz](mailto:race@swimporirua.co.nz) or 022-045-7793, if you have any questions or queries about your entries.

Any queries about log-in details please contact Brent Harris on [info@swimporirua.co.nz](mailto:info@swimporirua.co.nz)