



How to apply for State Rally

Step 1 – Work out who is coming and build your Patrol.

Send a message out to your group and Scouting Friends to work out who is attending State Rally. Get people to come back to you with plenty of notice to allow them to be registered before the closing date. You need to do this to build your patrol of 4-8 members.

Determine who the Patrol Leader will be. The Patrol Leader needs to register the Patrol and its members online. The registration system will email each member of the Patrol asking them to complete the consent forms and pay.

All members attending this event must be financial as per ScoutLink.

Step 2 – Create your registration.

Go to the Online Event Registration platform (<https://events.greaterwestscouts.com.au/event/431>) and if you are a new user, create your Profile from the top right. If you are a returning user, Login to register yourself and your patrol.

While you can have people create their own registrations, it is easier to manage for both you and us if you create one registration per patrol.

You can add or remove members as often as you like until you press the submit button. Once you press submit, the system will generate e-permission forms and send these out to the e-mail addresses you registered your members with. It will also generate an invoice for payment.

To have your Patrol members pay their own State Rally Fee, please ensure you select the option:

Credit/Debit Card (via E-Permission Form)

Ask applicants (or their parents if under 18) to pay individually when completing their E-Permission form

If you select the option Credit/Debit Card without the E-Permission form, you will need to collect the funds from each patrol member and make payment yourself for the whole patrol.

Step 4 – Get everyone's parents to complete the e-permission form and pay.

Check regularly that your Patrol Members parents have completed the e-permission form for their child/children and themselves. They will also need to make payment before the event. All e-permission forms must be completed before the closing date for State Rally 2021. To be eligible for the early bird discounts, participants need to also have made payment before the closure of the early bird rate.



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Questions

If you have any questions on registrations for State Rally, please contact the Rally Admin team on the below:

Mitchell Stubbs – State Commissioner One Program

Mitch.Stubbs@nsw.scouts.com.au

Phone: 0449 559 722





How to Apply Online

After logging in, click on the “+ Add” button to begin building your patrol.

Registration - Christopher Buggie (419-010) - Initial

State Rally 2021 - Beyond the Horizon

1) Applicants 2) Registration 3) Review & Submit

Applicants Cancel

Click **+Add** to enter each person you would like to register for this event (including yourself if you are attending).

E-Permission Active
Ensure a working email address is entered for each participant (if participant is under 18 years, use a parent email address).

+ Add

ID	Status	Surname	First Name	Position/Appointment	Category	Amount	Scout ID
Entries not found.							

10 25 50 100 All

Save & Next >

Scout Event 2.0.1 - © 2014-2021
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Privacy Policy / Site Credits / Contact Administrator / Release Notes

Start by adding your personal information. If you don't know your Scout Membership Number, please enter 0 and we will have our administration team work to find it for you.

It is important you include a valid email address that you check regularly. This email address is the one we will use to send communications to. Maybe your parents' email is best.

Select the most appropriate category for your registration. If you are a Scout participating in the event, you should select Scout. Please note, if you have not paid by the closure of the early bird, you will be required to pay full admission for the event.

Tick the box at the bottom to confirm the information entered is for yourself and not someone else.

Scroll to the top and select “Save & New”. This will let you start adding your patrol members. You must





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enter each patrol members name, Scout Membership number and a valid email address. This is important as the registration papers for each patrol member are electronically emailed to them to complete.

Once you have entered all your Patrol members, click on "Save and Return". You will see your patrol members all listed on the screen.

Select "Save and Next" from the bottom right-hand side.

On this page you start to tell us a little about your Patrol:

Give your team a creative name, let us know who the Patrol Leader is and if there are any special comments you need us to know about your patrol, please put them in here

Click "Save & Next" and this is where you can review your Patrol information.

Consider how you want to pay... We are suggesting you select the option Via E-Permission to have each member of your patrol pay themselves:

The screenshot shows the 'Registration - Christopher Buggie (419-010) - Initial' page. At the top, there is a navigation bar with 'SCOUT EVENT', 'Home', 'My Registrations', 'My Accounts', and 'My Events'. The user's name 'Christopher Buggie' is displayed in the top right. Below the navigation bar, there is a progress indicator with three steps: '1) Applicants', '2) Registration', and '3) Review & Submit'. The current step is 'Review & Submit'. A 'Cancel' button is located in the top right corner of the main content area. The main content area contains a message: 'Please check the following details are correct then click submit. Once submitted, no further changes can be made to your registration. You can postpone submitting this registration until you have entered all applicants, or you can add additional applicants into a new registration before the closing date.' Below this message is a table of applicants. The table has columns for STATUS, REFERENCE, NAME, MEMBER ID, CATEGORY, and INVOICE. There are two rows of applicants. The first row is for '1st Caringbah' and the second row is for 'NSW State Headquarters'. Both rows show 'Initial' status, a reference number, a name, a member ID, a category of 'Scout Early Bird Registration', and an invoice amount of '\$39.50' with a status of 'Unpaid'. A 'Total Invoice: \$79.00' is shown at the bottom right of the table. To the right of the table is a 'Total Amount Due: \$79.00' box. Below this box is a section for 'Please select a payment option.' with two radio button options: 'Credit/Debit Card (via E-Permission Form) Ask applicants (or their parents if under 18) to pay individually when completing their E-Permission form' and 'Credit/Debit Card'. The first option is circled in red. Below the payment options is an 'Event Details' section with the following information: 'State Rally 2021 - Beyond the Horizon', 'When: Fri 30th Jul 2021 (5.30pm) to Sun 1st Aug 2021 (1pm)', and 'Where: Cataract Scout Park Baden Powell Drive'. At the bottom of the page, there is a decorative banner with silhouettes of people participating in outdoor activities like kayaking, hiking, and cycling.

SCOUT EVENT Home My Registrations My Accounts My Events Christopher Buggie

Registration - Christopher Buggie (419-010) - Initial
State Rally 2021 - Beyond the Horizon

1) Applicants 2) Registration 3) Review & Submit

Review & Submit Cancel

Please check the following details are correct then click submit.
Once submitted, no further changes can be made to your registration. You can postpone submitting this registration until you have entered all applicants, or you can add additional applicants into a new registration before the closing date.

Applicants E-Permissions Active Edit

STATUS	REFERENCE	NAME	MEMBER ID	CATEGORY	INVOICE
1st Caringbah					
Initial	419-010-016	TEST, Test	▲ 123789	Scout Early Bird Registration	\$39.50 Unpaid
NSW State Headquarters					
Initial	419-010-017	2, Member	▲ 0	Scout Early Bird Registration	\$39.50 Unpaid
					Total Invoice: \$79.00

Registration Edit

Team Name: Test Patrol

Total Amount Due: \$79.00

Please select a payment option.

Credit/Debit Card (via E-Permission Form)
Ask applicants (or their parents if under 18) to pay individually when completing their E-Permission form

Credit/Debit Card

Event Details

State Rally 2021 - Beyond the Horizon

When: Fri 30th Jul 2021 (5.30pm) to Sun 1st Aug 2021 (1pm)

Where: Cataract Scout Park
Baden Powell Drive