

Version 1, December 23rd 2023.

TECHNICAL NOTICE FOR NATIONALS' FEDERATIONS

**This notice concerns precisely the
UNDERWATER TARGET SHOOTING INTERNATIONAL OPEN.**

Punta del Este-, 2 and 3 March 2024 - URUGUAY

Registration Process

This note concerns the CMAS UNDERWATER TARGET SHOOTING INTERNATIONAL OPEN organised in Uruguay on the 2nd and 3rd March 2024.

This competition is open to the National Federations affiliated with the sport of Target Shooting. But to develop this sport, we offer the possibility of the non-affiliated federation athletes for the Target Shooting Commission to participate.

For this, we opened an event on the platform SportData.

Thus, we organise the registration in 2 parts:

1. Subscription in SportData of the athletes
2. Registration with the organisers in Uruguay conforms to the specific rules (send all annexes).

Like all competitions and CMAS championships, the registration works in SportsID.

Process of registration

A/ Process of registration by the National Federations affiliated with CMAS for Target Shooting

If your National Fédération **is not affiliated** to CMAS for Target Shooting, **to register your athletes, please go directly to the point B/ Process of registration by the National Federations non-affiliated with CMAS for Target Shooting.**

If your National Fédération **is affiliated** to CMAS for Target Shooting, please follow the process as below:

a. Step 1: sports licences in the system www.cmasoffice.org

Also, as previously, you shall connect to cmasoffice.org with your CMAS account and order all CMAS licences for the athletes participating in the Open competition. After payment and incoming in the CMAS bank account, the licences are validated, and the list is updated in the [cmasoffice](http://cmasoffice.org) system.

I recall that the **licence ordered is valid**, not when you order or pay, but **when the corresponding amount is credited to the CMAS Bank account**. You must know if the delay for the international transfer takes time or not (The delay can be 10 or 12 days. It means you cannot proceed in the next step before this delay except if the payment time between your country and CMAS bank is less. CMAS is not responsible for this delay if you cannot register because payment is not yet in our bank account. You must keep in mind this delay to respect the deadlines. Penalties may apply in this case of late registration.

It's important to know because the SportData system checks before accepting the registration if the athlete has a valid licence.

b. Step2: Management in SportData

i. You haven't your account in SportData

For registration, you need an account.

Users who already have registered an account in the CMAS system, please re-use your Account. In this case, you can re-use all competitors, coaches, referees and officials' data.

If you don't have an account yet, please register online:

https://www.sportdata.org/cmas/set-online/registrate_registrator_main.php?active_menu=registration

Then create your account:

https://www.sportdata.org/cmas/set-online/registrate_registrator_main.php?active_menu=registration-center_outer_middle

ii. You have your account in SportData

For event registration of your competitors, coaches, referees and officials, please follow these steps:

- Log in with your Account.
- Check your team data. Please check if the data is correct and up to date.
- Enter or change the data of your competitors, coaches, referees and officials.
- If the calendar goes to the event you want to register for, click on the "Registration" button of the event you wish to register.
- You will see the functions to make new entries at the bottom of the entries site.
- Register your competitors/teams in categories, as well as your coaches, referees and officials.
- All your registrations will go first on a waiting list to validate them. After the payment process is finished, your registrations will be approved, and you will be notified by email.
- You can find an overview of all your registrations at "My current entries". You can also find the amount you have to pay and the provided payment method.
- Please also check out the "Other Items" section of the event. The organiser may also provide additional purchase items, like transport, accommodation, etc.
- If you need help, please get in touch with the Sportdata Support Team: support@sportdata.org:

Registering in this part is free of charge when you have a valid CMAS license.

B/ Process of registration by the National Federations non-affiliated with CMAS for Target Shooting



Because you are not affiliated with Target shooting, you can participate in the field of the development of Target Shooting. But, for this reason, you cannot register for this competition like the traditional way for the National federations like all other CMAS Championships or Continental/World Cups. You must follow the instructions regarding the steps below to register exceptionally through SportData. If you already have an account in the name of your federation created previously, even for another CMAS sport, you can use it.

a. Step 1: sports licences in the system www.cmasoffice.org. Not concerned

Because you are not affiliated with Target shooting, you cannot order a CMAS licence.

Go directly to the next step 2.

b. Step2: Management in SportData

i. You haven't your account in SportData

For registration, you need an account.

Users who already have registered an account in the CMAS system, please re-use your Account. In this case, you can re-use all competitors, coaches, referees and officials' data.

If you don't have an account yet, please register online:

https://www.sportdata.org/cmas/set-online/registrate_registrator_main.php?active_menu=registration

Then create your account:

https://www.sportdata.org/cmas/set-online/registrate_registrator_main.php?active_menu=registration-center_outer_middle

ii. You have your account in SportData

For event registration of your competitors, coaches, referees and officials, please follow these steps:

For event registration of your competitors, please follow these steps:

- Log in with your account and check your team data. Please check if the data is correct and up to date.
- Enter or change the data of your competitors.
- In the event calendar, go to the event you want to register for and click on the "Registration" button of the event you want to register.
- You will see the functions to make new entries at the bottom of the entries site.
- Register your competitors. Because your athletes do not have a CMAS license, you will be charged 24 € by a participant for CMAS fees and online payment before registering in the French system. This is the condition to participate.
- The payment is only made online by credit card.
- All your registrations will go first on a waiting list to validate them. After the payment process is finished, your registrations will be approved, and you will be notified by email.
- You can find an overview of all your registrations at "My current entries". You can also find the amount you must pay and the provided payment method there.
- If you need help, please get in touch with the Sportdata Support Team: support@sportdata.org

Please, note that the registration of the coaches, referees and officials are free of charge.

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