

Regatta Entries Timeline and Regatta Day Forms

Regatta Entries Process:

1. Midnight, Sunday prior to the regatta: entries close on Rowing Manager
2. Monday AM: list of non-events are published on website
3. Monday AM / PM: Draft timetable sent to regatta host for feedback & published on RV website
4. Wednesday: draw complete, RV email program documents to Regatta Host for printing only. Final timetable published on website regatta page
 - a. Rowing Victoria will accept scratchings & crew changes up until 2:30pm on Friday prior to the regatta. They will then be processed at the regatta via the Regatta Secretary
5. Friday PM: updated summary of scratchings and the final RP7 file is sent to Regatta Host, Regatta Secretary and President of the Jury
6. Regatta Hosts set up a table at the regatta with forms for crew scratchings, crew name changes and protests. This must be open 1.5 hours prior to the first race of the day
7. The Regatta Secretary enters scratchings and crew changes into RP7 throughout the regatta
8. The Regatta Secretary must send the completed regatta file with all results back to RV immediately following the regatta
9. Regatta Hosts must return any scratchings, crew change forms and judges sheets to the RV office following the regatta
10. Rowing Victoria will invoice clubs for regatta fees in the week following the regatta
11. Rowing Victoria will deposit seat fees into host's account following the regatta if the RCTI has been returned to RV

Regattas that do not follow the Sunday midnight entries closing timeframe will follow a slightly different timeline which is to be negotiated with the Regatta Host.