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# User Guide: Entering Events in the My Karting Portal

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Depending on whether you hold a current My Karting Portal Account or not, there are different ways to enter events in the My Karting Portal. The following document will assist members entering events through the My Karting Portal and purchasing Event Licences if required.

## Existing My Karting Portal Account Holder

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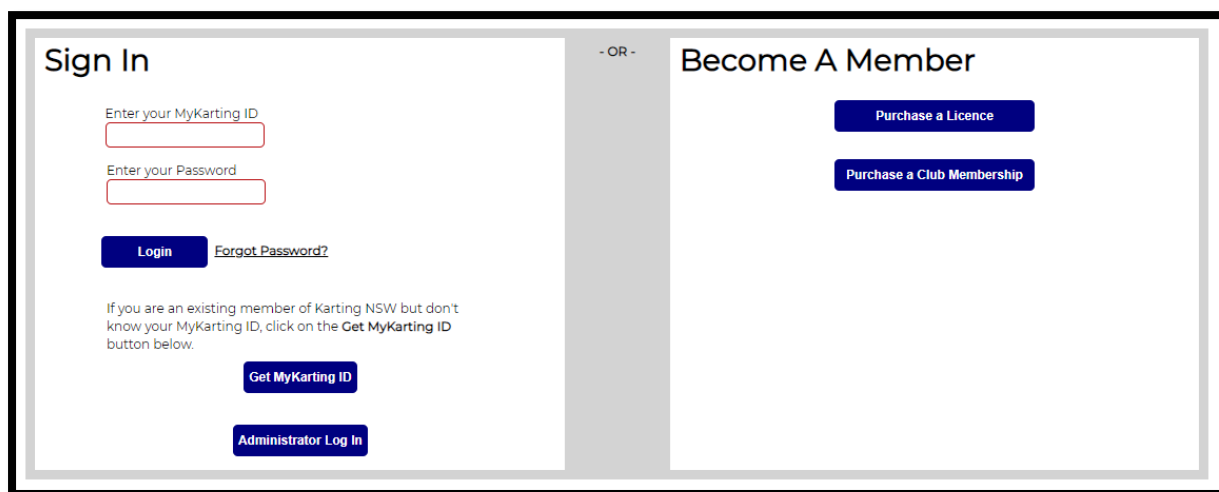
### METHOD 1: VIA MEMBERSHIP PROFILE

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Navigate to the My Karting Portal Login Page at:

[https://osm-karting.omnisportsmanagement.com/Memberships/OSMMbr\\_LoginKarting.aspx](https://osm-karting.omnisportsmanagement.com/Memberships/OSMMbr_LoginKarting.aspx)

Enter the My Karting Portal ID and password for your account under 'Current Member' and click 'Login'



The screenshot displays the My Karting Portal login interface. It is divided into two main sections: 'Sign In' on the left and 'Become A Member' on the right, separated by a vertical grey bar with '- OR -' at the top.

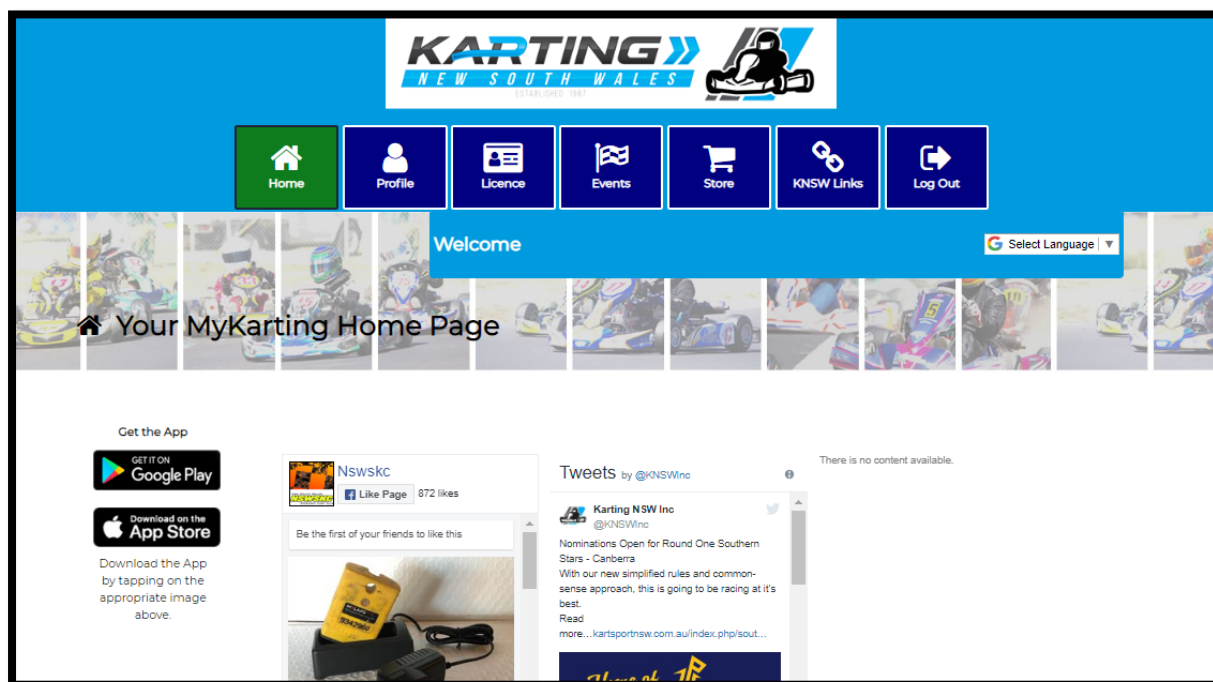
**Sign In Section:**

- Fields for 'Enter your MyKarting ID' and 'Enter your Password' with red borders.
- A blue 'Login' button and a blue link for 'Forgot Password?'.
- Text: 'If you are an existing member of Karting NSW but don't know your MyKarting ID, click on the Get MyKarting ID button below.'
- Buttons for 'Get MyKarting ID' and 'Administrator Log In'.

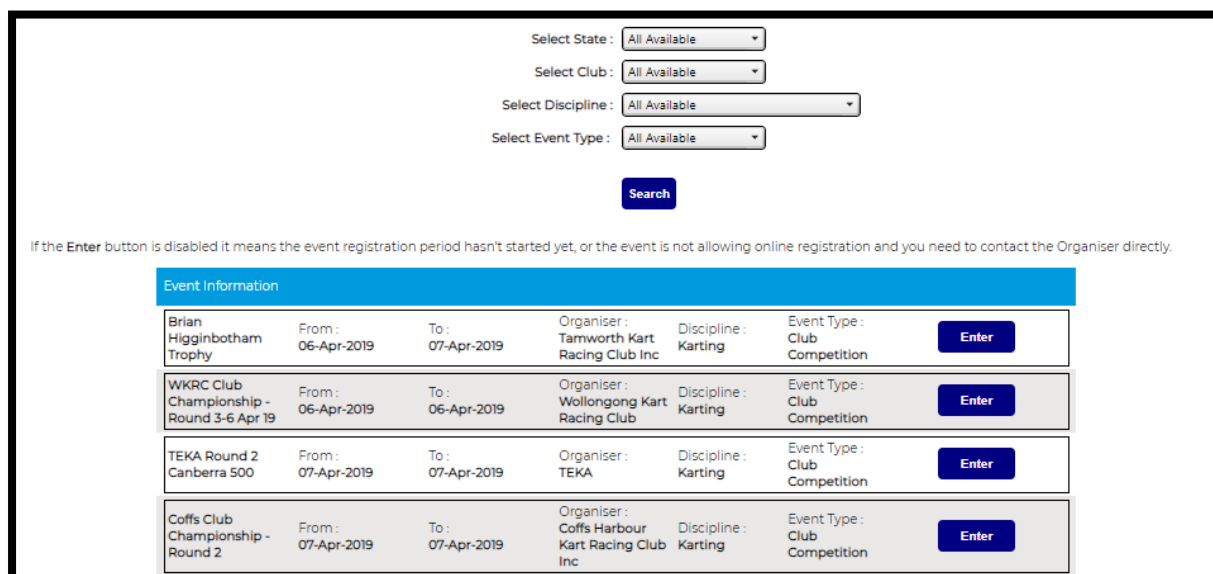
**Become A Member Section:**

- Buttons for 'Purchase a Licence' and 'Purchase a Club Membership'.

You will be shown your Home screen within your My Karting Profile:



Open the 'Events' menu and select 'Available Events'. You will be shown a list of events – this can be filtered with the options at the top of the page if required.



**Enter (Blue button)** – opens the event information and will show classes applicable to you based on configuration of the event (class age range, licence type etc)

**Enter (Grey Button)** – registrations are not yet open for the event. Once open, the button will be blue and available for registrations

Select the event you are registering for by clicking 'Enter'

The event information will be displayed with the classes available for you to register in.

### Class Details

Class Info

Select	Senior Briggs - (Animal Spec) A Grade	Cost : \$27.50
Select	Senior Briggs - (L0206 spec) N Grade	Cost : \$27.50
Select	Senior Briggs - (Animal Spec) B Grade	Cost : \$27.50

If you wish to be evaluated for an endorsement for this Event, Please select endorsement type below.  
You currently have D Grade.

Endorsement Type :

Select Club Membership :

If you hold multiple memberships, a selection box will be shown at the bottom of the page to allow you to select which club you would like to represent at the event.

To enter the class/es applicable, click the 'Select' button – a pop-up box will appear:

### Kart Details

You currently have no karts stored. Please add your kart details

\* Chassis Manufacturer :

\* Chassis Model :

\* Chassis Number :

Engine Manufacturer :

Engine Model :

Engine Number :

☐ Is Default Kart

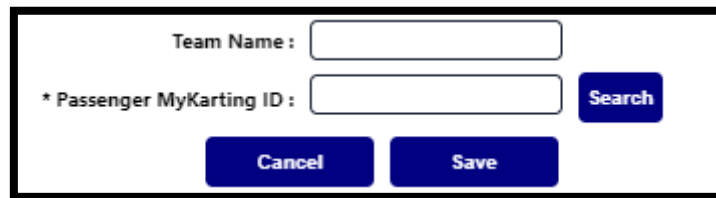
Kart Number :

TX

Transponder ID : This Event is using Transponders, if you have a transponder you will need to enter the ID number here. If you leave this section blank the system will add the hire fee onto your entry.

Add your Kart Information and select 'Add Kart'. Once a Kart is saved, it will be available for selection for future entries.

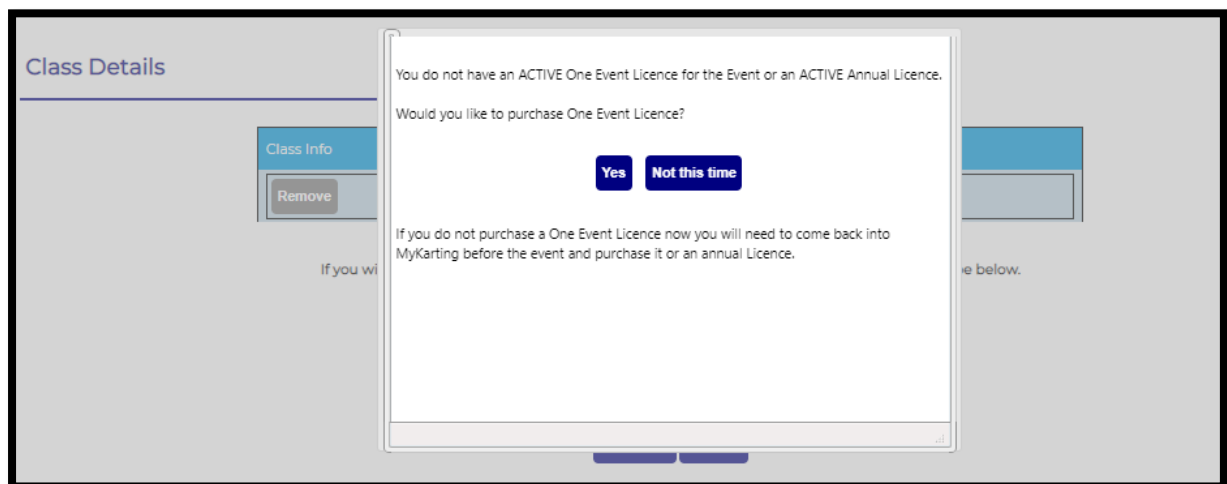
Select the Kart from the drop down menu. If the class is taking team entries, you will be able to enter the team name and a second member of the team. You will need to enter their My Karting ID and Search to save the team member.



Once you have entered all information in the pop-up, select 'Save'. The screen will return you to the class selection menu. You can proceed in entering additional classes if needed.

Once all classes are entered, select 'Register'

If the driver does not hold a current licence at the time of the event and Event Licences are available for the event, the driver will need to select whether to purchase an event licence:



Clicking Yes will apply an applicable Event Licence to the payment. If selected 'Not this time', the driver can either purchase an Event Licence at a later date or apply for an annual licence.

You will then be shown the event applicant declaration, additional items available for purchase and any applicable event questions before payment.

The payment summary page will require you to acknowledge the Credit Card reference as the event organiser, such as 'Karting New South Wales' or 'Wollongong Kart Racing Club'.

Enter the payment details and once complete, a receipt will be shown on the screen and emailed to your nominated email address.

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## METHOD 2: VIA KARTING NSW APP

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Navigate to the Karting New South Wales app and login. The Karting New South Wales App can be downloaded via the Apple and Android stores by searching 'Karting New South Wales'.

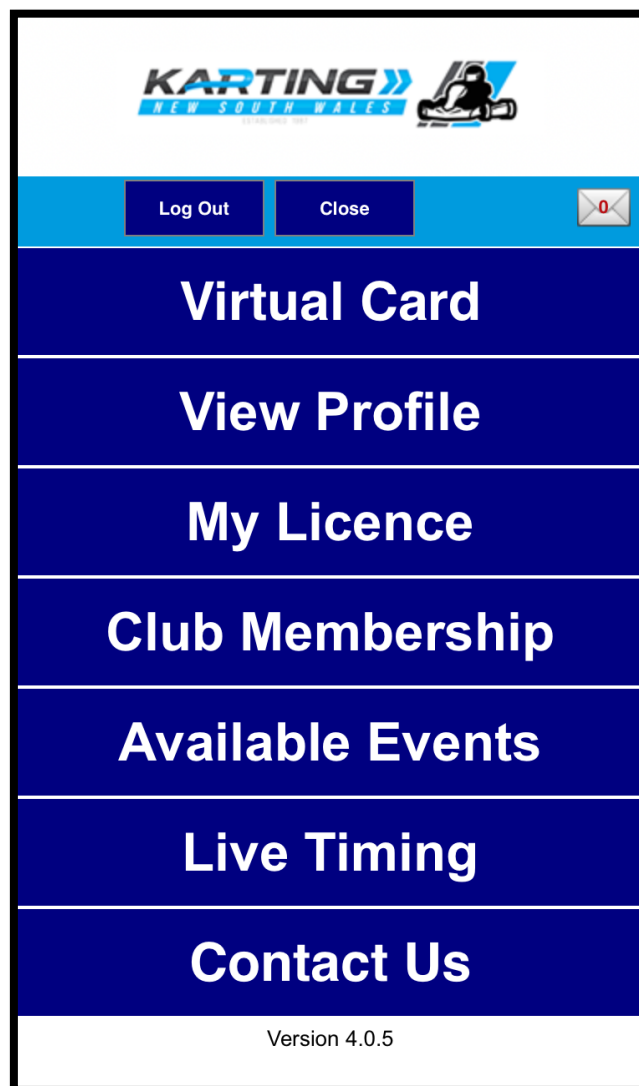
ANDROID: <https://play.google.com/store/apps/details?id=com.omnisportsmanagement.knsw>

APPLE: <https://itunes.apple.com/us/app/karting-new-south-wales/id1447163679?ls=1&mt=8>

Open the App and select 'Login'.

Enter your existing Karting ID and password to access your profile.

Once logged in, you will see the following menu:



Select 'Available Events' from the menu. You will be shown a list of events – this can be filtered with the options at the top of the page if required.

This page shows you all the upcoming events that you are eligible to enter.

You can filter the list by State, Club, Discipline and Event Type by making selections from the drop down lists.

Please ensure to allow pop ups from this site to enter Event

Select State :  
All Available

Select Club :  
All Available

Select Discipline :  
All Available

Select Event Type :  
All Available

Search

If the Enter button is disabled it means the event registration period hasn't started yet, or the event is

Event Information

**Brian Higginbotham Trophy**

From :  
06-Apr-2019

To :  
07-Apr-2019

Organiser :  
Tamworth Kart Racing Club Inc

Discipline :  
Karting

Event Type :  
Club Competition

Enter

**WKRC Club Championship - Round 3-6 Apr 19**

From :  
06-Apr-2019

To :  
06-Apr-2019

Organiser :  
Wollongong Kart Racing Club

Discipline :  
Karting

Event Type :  
Club Competition

Enter

**Enter (Blue button)** – opens the event information and will show classes applicable to you based on configuration of the event (class age range, licence type etc)

**Enter (Grey Button)** – registrations are not yet open for the event. Once open, the button will be blue and available for registrations

Select the event you are registering for by clicking 'Enter'

The event information will be displayed with the classes available for you to register in.

Event Details	
Welcome to the Brian Higginbotham Trophy to be held on the 6th and 7th April 2019.	
Information about the Event is available here. Select the Classes from the list that appears that you want to participate in. When completed, select the <b>Register</b> button below.	
<b>Selected Event</b>	
Organiser : Tamworth Kart Racing Club Inc	
Event : Brian Higginbotham Trophy	
Discipline : Karting	

Registration Closes :	
06-Apr-2019 12:00 PM	
Late Registration Till : ---	
Event Entry Fee : \$0.00	
Late Registration Fee : ---	
(Entry Fee does not include Class Fees)	
<b>Class Details</b>	
<b>Class Info</b>	
<b>Select</b> <b>Senior Performance Light</b> Cost : <b>\$110.00</b>	
<b>Select</b> <b>Senior Performance Heavy</b> Cost : <b>\$110.00</b>	

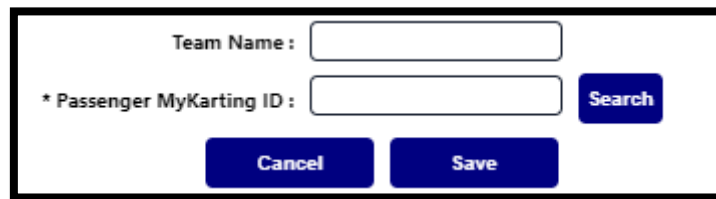
To enter the class/es applicable, click the 'Select' button – a pop-up box will appear:

(Entry Fee does not include Class Fees)	
<b>Kart Details</b>	
<b>You currently have no karts stored. Please add your kart details</b>	
* Chassis Manufacturer :	
* Chassis Model :	
* Chassis Number :	
Engine Manufacturer :	
Engine Model :	
Cost : \$110.00	
<b>Select</b>	
Senior Classic J Light	

(Entry Fee does not include Class Fees)	
<b>Cancel</b> <b>Add Kart</b>	
Kart Number :	
Transponder ID :	
This Event is using Transponders, if you have a transponder you will need to enter the ID number here. If you leave this section blank the system will add the hire fee onto your entry.	
Sponsor :	
<b>Cancel</b>	
<b>Save</b>	
Cost : \$110.00	
<b>Select</b>	
Senior Classic J Light	
Cost : \$110.00	

Add your Kart Information and select 'Add Kart'. Once a Kart is saved, it will be available for selection for future entries.

Select the Kart from the drop down menu. If the class is taking team entries, you will be able to enter the team name and a second member of the team. You will need to enter their My Karting ID and Search to save the team member.



Team Name :

\* Passenger MyKarting ID :

Once you have entered all information in the pop-up, select 'Save'. The screen will return you to the class selection menu. You can proceed in entering additional classes if needed.

Once all classes are entered, select 'Register'

If the driver does not hold a current licence at the time of the event and Event Licences are available for the event, the driver will need to select whether to purchase an event licence from the pop-up that will be displayed.

Clicking Yes will apply an applicable Event Licence to the payment. If selected 'Not this time', the driver can either purchase an Event Licence at a later date or apply for an annual licence.

You will then be shown the event applicant declaration, additional items available for purchase and any applicable event questions before payment.

The payment summary page will require you to acknowledge the Credit Card reference as the event organiser, such as 'Karting New South Wales' or 'Wollongong Kart Racing Club'.

Enter the payment details and once complete, a receipt will be shown on the screen and emailed to your nominated email address.



## METHOD 3: VIA EVENT LANDING PAGE

If you have been provided with a URL Link to an event, you will be able to enter the event from the main page.

Use the Event URL address to navigate to the Event information page – similar to the below:

### Online Event Entry

To enter this Event select one of the options below:

**1. Current Member?**

Have you connected your Facebook account to MyKarting? If so, you can use it to sign in with one click!

[Login with Facebook](#)

OR

Enter your information and click on the **Login** button.

MyKarting ID :

Password :

[Login](#)

Forgotten your login details?  
[Click here](#)

### The Event

Organiser : Karting New South Wales  
Event : Club Round 3  
Discipline : Karting

### Where, When and How Much

Location : Central Coast Speedway Kart Club - Gosford Showground, Showground Road, , Gosford, NSW, 2250, AUS  
Begins on : 21-Apr-2019 06:00 AM  
Ends on : 21-Apr-2019 11:00 PM

Registration Open : 13-Feb-2019 06:00 AM  
Registration Closes : 20-Apr-2019 11:00 PM  
Event Entry Fee : \$0.00

(Entry Fee does not include Class Fees)

Late Registration Till : - - -  
Late Registration Fee : - - -

### Class Details

Class	Cost
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Login with your My Karting ID and Password.

You will be shown the Class selection screen:

### Where, When and How Much

Location : Central Coast Speedway Kart Club - Gosford Showground, Showground Road, , Gosford, NSW, 2250, AUS  
Begins on : 21-Apr-2019 06:00 AM  
Ends on : 21-Apr-2019 11:00 PM

Registration Open : 13-Feb-2019 06:00 AM  
Registration Closes : 20-Apr-2019 11:00 PM  
Late Registration Till : - - -  
Event Entry Fee : \$0.00  
Late Registration Fee : - - -

(Entry Fee does not include Class Fees)

### Class Details

Class Info	
<a href="#">Select</a>	Speedway KT Standard Light
	Cost : \$0.00

If you wish to be evaluated for an endorsement for this Event, Please select endorsement type below.  
You currently have D Grade.

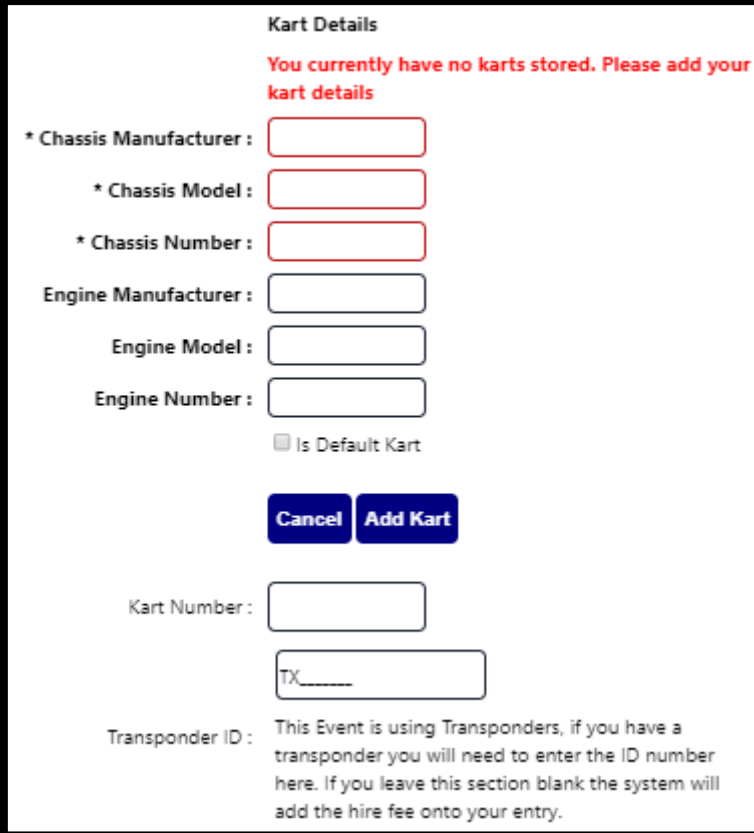
Endorsement Type :

Select Club Membership :

[< Previous](#) [Register](#)

If you hold multiple memberships, a selection box will be shown at the bottom of the page to allow you to select which club you would like to represent at the event.

To enter the class/es applicable, click the 'Select' button – a pop-up box will appear:



**Kart Details**

You currently have no karts stored. Please add your kart details

\* Chassis Manufacturer :

\* Chassis Model :

\* Chassis Number :

Engine Manufacturer :

Engine Model :

Engine Number :

☐ Is Default Kart

**Cancel** **Add Kart**


Kart Number :

TX

Transponder ID : This Event is using Transponders, if you have a transponder you will need to enter the ID number here. If you leave this section blank the system will add the hire fee onto your entry.

Add your Kart Information and select 'Add Kart'. Once a Kart is saved, it will be available for selection for future entries.

Select the Kart from the drop down menu. If the class is taking team entries, you will be able to enter the team name and a second member of the team. You will need to enter their My Karting ID and Search to save the team member.



Team Name :

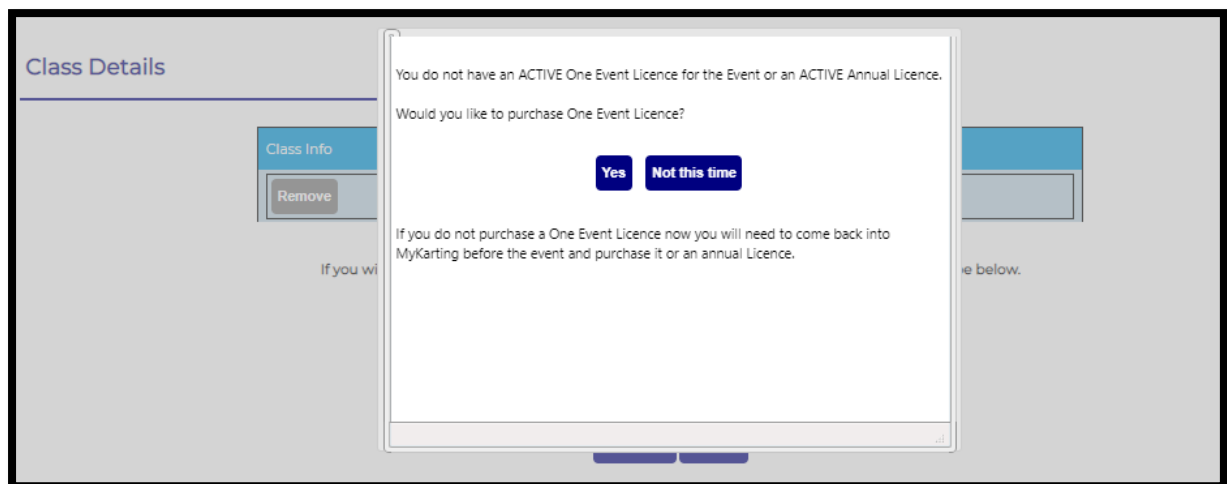
\* Passenger MyKarting ID :  **Search**

**Cancel** **Save**

Once you have entered all information in the pop-up, select 'Save'. The screen will return you to the class selection menu. You can proceed in entering additional classes if needed.

Once all classes are entered, select 'Register'

If the driver does not hold a current licence at the time of the event and Event Licences are available for the event, the driver will need to select whether to purchase an event licence:



Clicking Yes will apply an applicable Event Licence to the payment. If selected 'Not this time', the driver can either purchase an Event Licence at a later date or apply for an annual licence.

You will then be shown the event applicant declaration, additional items available for purchase and any applicable event questions before payment.

The payment summary page will require you to acknowledge the Credit Card reference as the event organiser, such as 'Karting New South Wales' or 'Wollongong Kart Racing Club'.

Enter the payment details and once complete, a receipt will be shown on the screen and emailed to your nominated email address.


## Apply for a New My Karting Account

If you have never held a Karting NSW Licence or Club Membership, you will need to apply for a My Karting account.

Use the Event URL address to navigate to the Event information page – similar to the below:

1. Current Member?

Have you connected your Facebook account to MyKarting? If so, you can use it to sign in with one click!

Login with Facebook 

OR

Enter your information and click on the Login button.

MyKarting ID :

Password :

Login

Forgotten your login details?  
[Click here](#)

2. Not a member yet?

To join a club, please click on the Register button below.

Register

Organiser : Karting New South Wales

Event : Club Round 3

Discipline : Karting

Where, When and How Much

Location : Central Coast Speedway Kart Club - Gosford Showground, Showground Road, , Gosford, NSW, 2250, AUS

Begins on : 21-Apr-2019 06:00 AM

Ends on : 21-Apr-2019 11:00 PM

Registration Open : 13-Feb-2019 06:00 AM

Registration Closes : 20-Apr-2019 11:00 PM

Event Entry Fee : \$0.00

(Entry Fee does not include Class Fees)

Late Registration Till : - - -

Late Registration Fee : - - -

Class Details

Class	Cost
Speedway Junior Mid	\$0.00
Speedway KT Standard Light	\$0.00

Select 'Register' from the left of the page. Enter your profile information – fields marked with an asterisk are required:

Title :

\*First Name :

Middle Name :

\*Surname :

\*Gender : ☐ Male ☐ Female

Date of Birth :

Residential Address

\*Address Line 1 :

Address Line 2 :

\*Suburb :

\*Post code :

\*State :

\*Country :

Mailing Address

☐ Same As Residential Address

\*Address Line 1 :

Address Line 2 :

\*Suburb :

\*Post code :

You will be shown the Class selection screen:

### Where, When and How Much

Location : Central Coast Speedway Kart Club - Gosford Showground, Showground Road, , Gosford, NSW, 2250, AUS

Begins on : 21-Apr-2019 06:00 AM

Ends on : 21-Apr-2019 11:00 PM

Registration Open : 13-Feb-2019 06:00 AM

Registration Closes : 20-Apr-2019 11:00 PM

Late Registration Till : - - -

Event Entry Fee : \$0.00

Late Registration Fee : - - -

(Entry Fee does not include Class Fees)

### Class Details

Class Info

Select	Speedway KT Standard Light	Cost : \$0.00
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If you wish to be evaluated for an endorsement for this Event, Please select endorsement type below.  
You currently have D Grade.

Endorsement Type : --None--

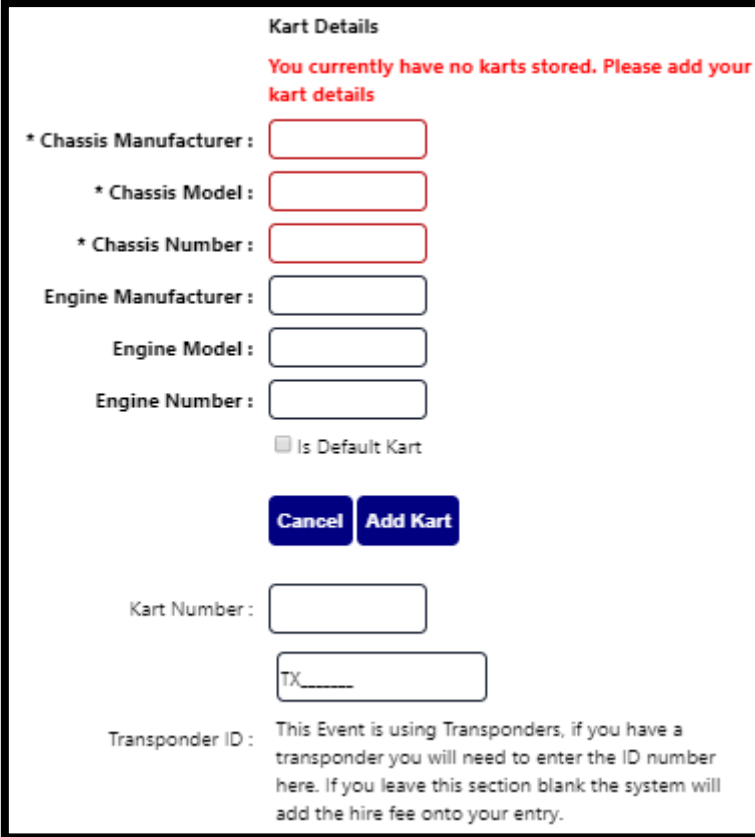
Select Club Membership : Sydney Kart Racing Clu

< Previous

Register

If you hold multiple memberships, a selection box will be shown at the bottom of the page to allow you to select which club you would like to represent at the event.

To enter the class/es applicable, click the 'Select' button – a pop-up box will appear:



**Kart Details**

You currently have no karts stored. Please add your kart details

\* Chassis Manufacturer :

\* Chassis Model :

\* Chassis Number :

Engine Manufacturer :

Engine Model :

Engine Number :

☐ Is Default Kart

**Cancel** **Add Kart**


Kart Number :

TX

Transponder ID : This Event is using Transponders, if you have a transponder you will need to enter the ID number here. If you leave this section blank the system will add the hire fee onto your entry.

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Select the Kart from the drop down menu. If the class is taking team entries, you will be able to enter the team name and a second member of the team. You will need to enter their My Karting ID and Search to save the team member.



Team Name :

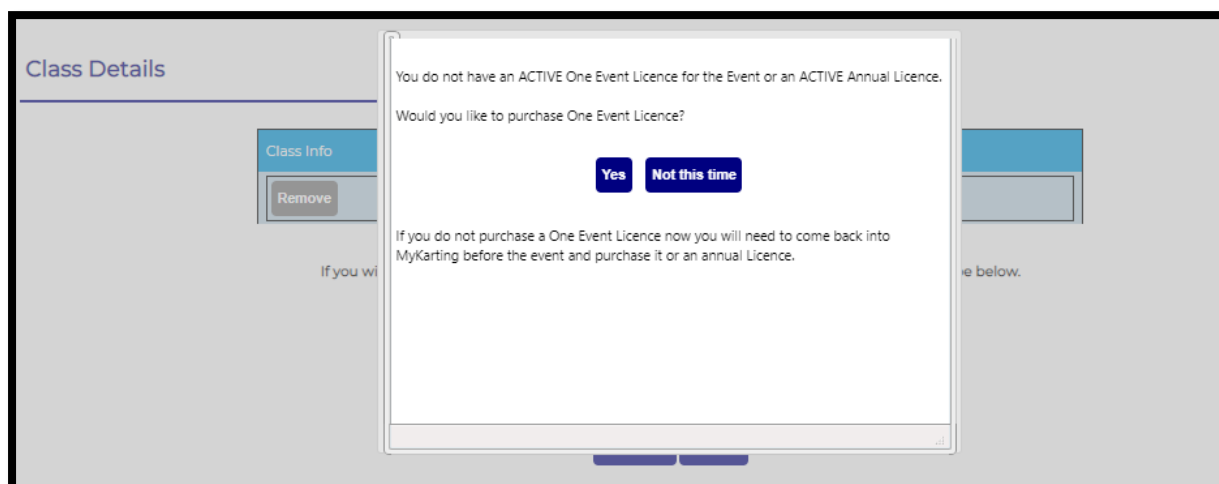
\* Passenger MyKarting ID :  **Search**

**Cancel** **Save**

Once you have entered all information in the pop-up, select 'Save'. The screen will return you to the class selection menu. You can proceed in entering additional classes if needed.

Once all classes are entered, select 'Register'

If the driver does not hold a current licence at the time of the event and Event Licences are available for the event, the driver will need to select whether to purchase an event licence:



Clicking Yes will apply an applicable Event Licence to the payment. If selected 'Not this time', the driver can either purchase an Event Licence at a later date or apply for an annual licence.

You will then be shown the event applicant declaration, additional items available for purchase and any applicable event questions before payment.

The payment summary page will require you to acknowledge the Credit Card reference as the event organiser, such as 'Karting New South Wales' or 'Wollongong Kart Racing Club'.

Enter the payment details and once complete, a receipt will be shown on the screen and emailed to your nominated email address.

You will also receive a welcome to My Karting Portal email. Take note of your six digit My Karting ID as this will allow you to register for future events, obtain an annual licence and join clubs.

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If you have any questions regarding event entry, please contact Karting NSW further information:

**Karting NSW**

02 4731 5000

[admin@kartingnsw.com.au](mailto:admin@kartingnsw.com.au)

If you have difficulties or system errors during event entry, please contact the OSM Support Desk for assistance:

**OSM Support**

1300 860 665

[support@sportsmarketing.com.au](mailto:support@sportsmarketing.com.au)

