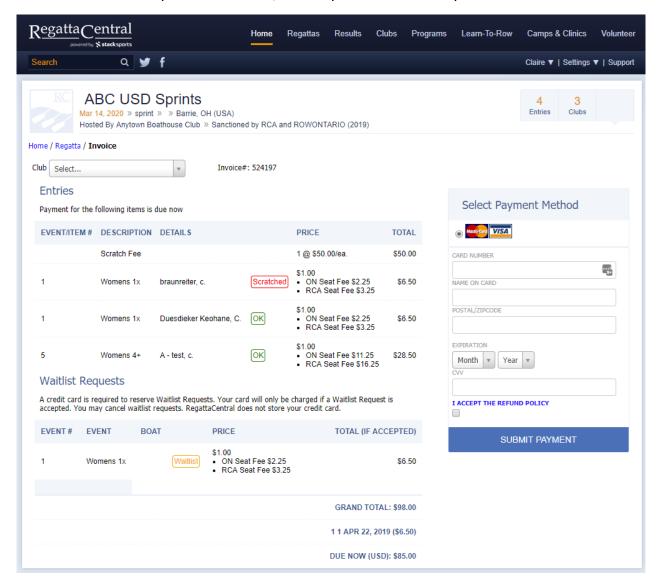


HOW TO VIEW YOUR INVOICE

- 1. Log into your RegattaCentral account and look in the "Regatta Calendar & Entries" box on the left side.
- 2. Click in the "my invoice" link to get to your invoice.
 - a. If you have more than 1 organization on your account, then click on the "my invoice" link for the organization you want to view the invoice for
- 3. On the page that appears, on your invoice, you may see one or some of the below items:
 - a. OK boats, Scratched boats, Waitlisted boats, Applications
 - b. Scratch Fee
 - c. Options with Fees (ie per athlete fee or meal registration)
 - d. Credit Card Payments OR Check/Cash Payments recorded by an Admin



4. If you have an outstanding balance, you can enter your payment information on the right side and click the "SUBMIT PAYMENT" button.