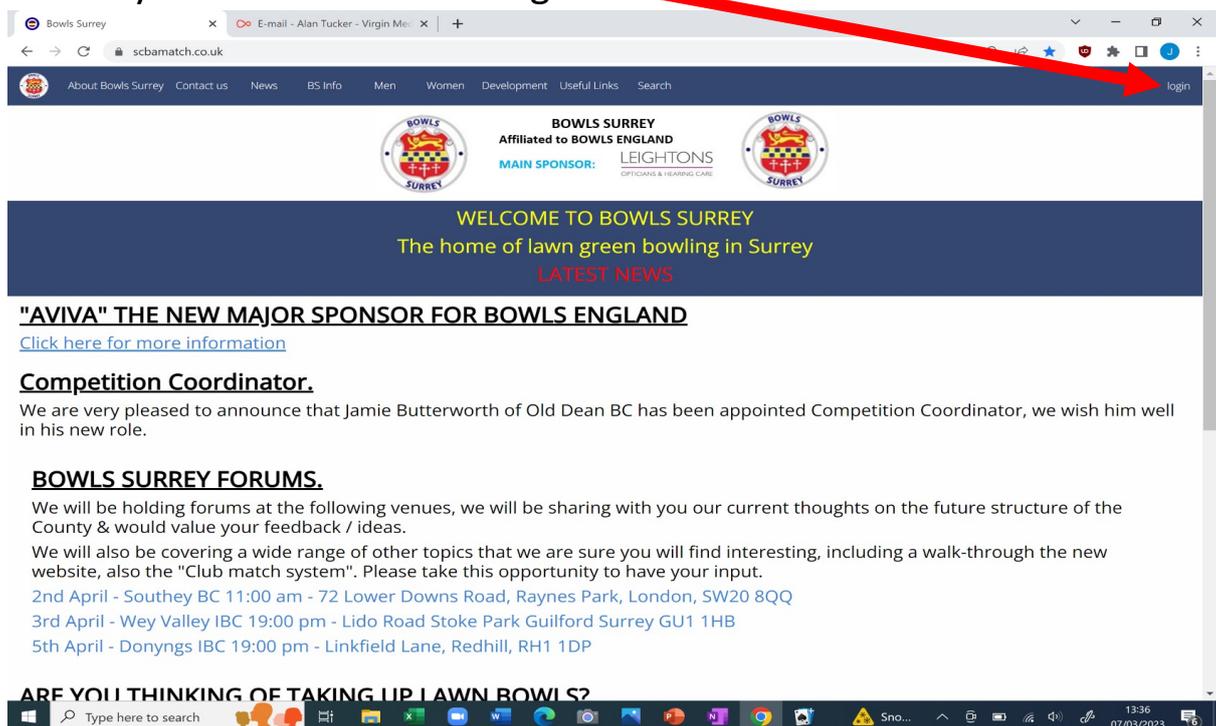


ONLINE MATCH SYSTEM INSTRUCTIONS FOR CLUB MEMBERS

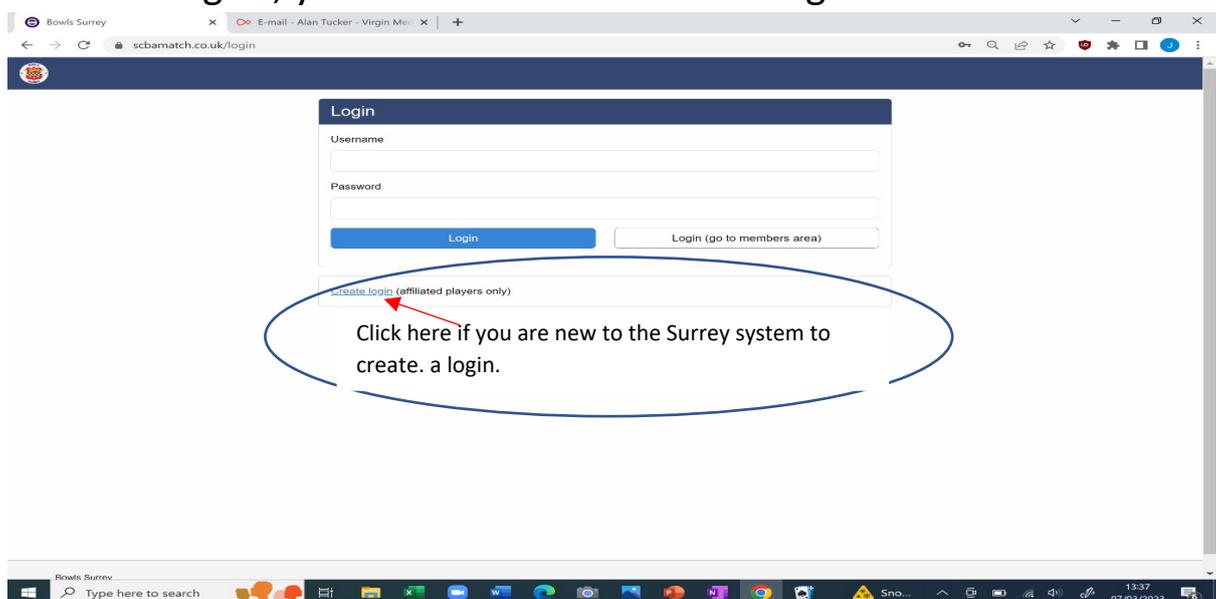
1. To enable you to access the online match system, you need to have given your email address to your club secretary, who will add that to your personal record.
2. Once your email is on the system, you can “login” if you are doing this for the first time please go to

www.bowlssurrey.co.uk

You will be taken to the Bowls Surrey website, in the right hand corner you will see the tab “login”



Click on “login”, you will then see the following: -



If you already use the system to apply for County matches or for County competitions, **USE YOUR CURRENT LOGIN DETAILS.**

3. If you are logging in for the first time click on “Create Login” you will see the following: -

Register

Please enter your name and email address from below to register. If your details are found on the system, an email will be sent to you. If you are unsure of any of your details, please check with a club officer responsible for County affiliation.

Forename

Surname

Email

Submit

Please check with John K 07811143435 or Geoff 07506900366 if you are unsure about your affiliation status or details.



Enter your details, click “Submit”, this will generate an email from BOWLS SURREY, asking you to activate your account. Please note, the email may go into your trash / junk, if it does, move it to your inbox. Then open it and follow the instructions. Once you have created your account, it will ask you to “login”, use the same information you used to create your account. You will be asked to agree to the Privacy Policy. Once you have done this you will be on the system & are able to apply for matches. If at any stage of this process, it asks if you want to save your password, we recommend you say YES.

4. When you login you will see the following: -

Competitions Matches My Details

website logout

Applications

County

Applied 0

Selected 0

Confirmed 0

Purley Bury BC

Applied 0

Selected 0

Confirmed 0

Welcome to the BOWLS SURREY Online system Geraldine

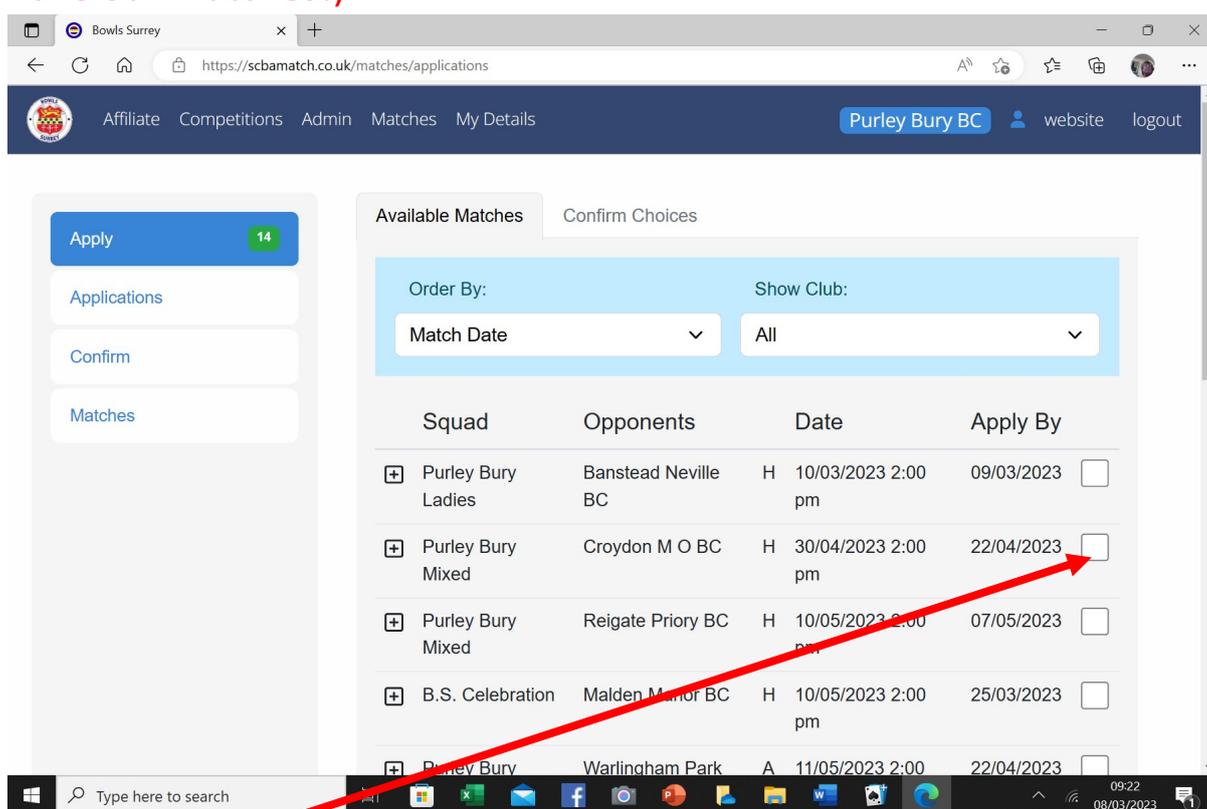
Competitions Matches

Upcoming Competitions

Competition	Round	Opponent
No upcoming matches		

view all

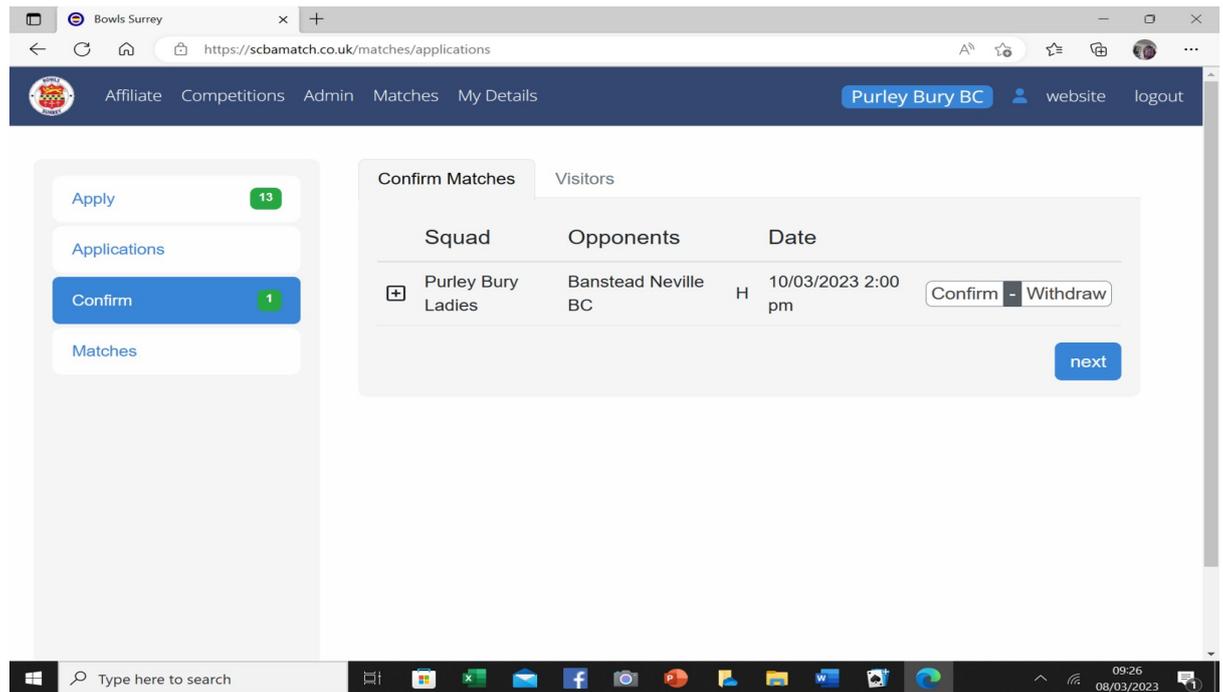
- When the matches are published by the club, you will receive an email saying you can now apply for the following matches, it will also have an “apply by date”, **so you need to apply before that date is reached.** (This is like signing up for a match at the clubhouse!)
- To apply for matches, click on Matches, you will see the following: - **(This is an example when the system is live it will have our matches!)**



Click the box on the right hand side against all the games you wish to apply for, scroll to the bottom of the and click apply, it will then bring up the list of games you have selected and ask you to confirm. Click confirm if selections are correct, if not, then go back and re-select.

- When the team for the match is drawn up, you will receive an email, to tell you whether you have been selected or not. **If you have been selected you need to confirm that you are still available, please do the following: -**
Go to matches and click on the green number “confirm” this will bring up the matches that you need to “confirm or

withdraw” Ensure that you complete all the steps required, otherwise your action will not be recorded.



8. Once you have successfully completed this action, all you need to do now is turn up for the match. The captain will receive your confirmation or withdrawal for the match. If you withdraw an email will be sent to next available player asking them to confirm.

It is essential that you contact your Captain, if after confirming your availability, you subsequently become unavailable.

If you are having difficulty please contact either Geoff 07506900366 or Ade Hughes 07870244285 or Cheryl Messenger 07818 505075 who will do their best to sort things out. This is an ongoing development from Surrey Bowls and the system will expand as more clubs get involved in using it.

We are grateful to Rob Corlett of Leatherhead BC who developed this guidance from the original guidance provided by Bowls Surrey

Geoff Sheldon, October 2024.