

CHATEAU DE CHANTILLY 2023

HOW TO ACCESS / SUBMIT RACE DAY DOCUMENTATION

Official race documentation upload requirement to your Active Account

To ensure a quick and smooth entry on event day, please complete and upload all documents online without delay. No paper document will be accepted on the day. Without valid documentation we cannot let you race!

ALL MULTI DISCIPLINE EVENTS (Triathlon, Duathlon, Aquabike & Aquathlon):

NB: Anyone who does not hold a FFT Competition Licence, must obtain the **Competition Day Pass! However for those with licences from the countries listed below, there will be no fee and no need for a medical certificate.**

You are a F.F.Tri. Competition Licence holder	1 Upload necessary: -Your F.F.Tri. Competition Licence Card
You hold a Triathlon licence from Great Britain, Germany, Belgium, Spain, Italy, Luxembourg, Netherlands, Portugal, or Switzerland	1 Upload necessary: -The Competition Day Pass (free download)
All other participants	2 Uploads necessary: -The Competition Day Pass -The Medical Certificate
All child participants (8-15 years) Additional to the above, a Parental Consent form must be provided.	1 Additional upload necessary: -The Parental Consent form

SWIM ONLY and RUN ONLY events:

All RUN and SWIM only participants	1 Upload necessary: -The Medical Certificate
------------------------------------	---

How to access your documents

- **Medical Certificate** – [download template here](#). The certificate must be less than one year old from the day of the event.
- **Competition Day Pass** – [click here](#)
- **Parental Consent** – [click here](#)

Once documentation is complete, it must be uploaded to your Active [MY EVENTS](#) account.

How to upload your race documents

1. **Login to [MY EVENTS](#)** using the email address and password that you used to register for this event. If you have forgotten your password, simply use the Password Reset option.
2. **Your booking.** Find your 2023 Chateau de Chantilly booking. If you have registered on behalf of a child (someone under 18 at the time of registration), their registration will be available in your own My Events Portal.
3. **Upload document(s).** Use this section to upload the image(s) of documentation required for your race. Only submit 1 image per button.
4. **Verification.** The Castle Race Series team will review your submitted documents and approve/reject as necessary. Keep an eye on your emails – if we can't view the image, we'll have to reject it and ask you to try again.
5. **Confirmation.** Ensure that you have all verifications. You will receive an email each time a document is approved or rejected.