

## Storing document for your boat in TopYacht – Boat Docs

TopYacht provides owners the facility to attached documents to their boat so that the owner and event organisers can quickly and easily access those documents.

There are two lots of documents that can be attached to a boat.

Generic documents (referred to a “Boat Docs”) that are relevant to all sailing events eg scanned boat photo, current insurance details etc.

Then there are event specific documents that host clubs require for a specific race (referred to a “Race Docs”) eg Sydney to Hobart.

This page describes attaching the **Boat Docs** to a boat.

A growing number of clubs require you to upload (or have uploaded) copies of various Boat Docs, usually insurance information and an appropriate Safety Audit form. Such clubs provide an upload facility on the entry page eg...

**ADDITIONAL ITEMS**

**TopYacht** allows you to store documents relating to your boat.

**Boat Photo:** You can upload jpg or png photos less the 3M  
**Other documents:** need to be a single pdf, jpg or png file less than 2M.

**\* Important: scan `other docs` in black and white at 200 dpi resolution to keep them small.**

Item	OK	Form	Upload	File Date	View
Boat Photo	<input type="checkbox"/>		<input type="button" value="GO"/>	2015-09-10	<input type="button" value="GO"/>
Equipt Audit Form Cat 7	<input type="checkbox"/>		<input type="button" value="GO"/>	2015-09-10	<input type="button" value="GO"/>
Insurance Cert	<input type="checkbox"/>		<input type="button" value="GO"/>		<input type="button" value="GO"/>

**\*Required Documentation**

I understand that I need to lodge

- A current audited Category 7 Equipment Compliance Certificate and
- a third party insurance cover in the sum of at least \$10 million with the GFS.

**To attach Boat Docs to your boat at other times then proceed as follows.**

Search for your boat on the TopYacht Boat Registry.

[http://www.topyacht.com.au/mt/boat\\_list.php](http://www.topyacht.com.au/mt/boat_list.php)

Below the outcome after searching on the sail number TEST02. You can also search on owner name or design.

Boat Name	Sail No	Contact	Design	Archived	Select
TEST BOAT	TEST02	Rod McCubbin	Test		<input type="button" value="GO"/>

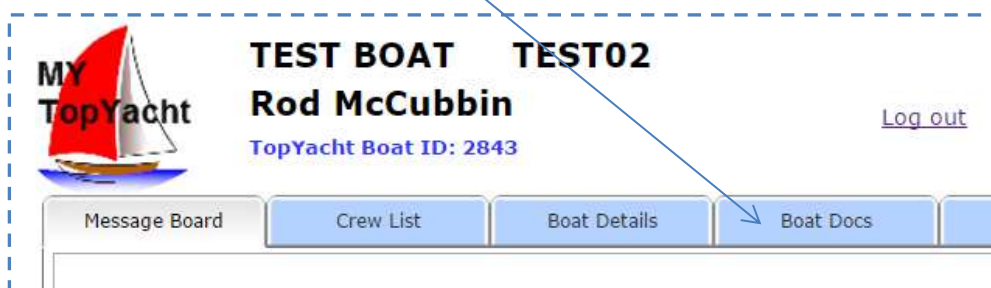
Click the **GO** button to access your boat.

Click on the log in button to log into this boat.



Log in – it is best to use your name rather than email address as this may have changed since you last accessed your boat details.

Once logged in, click on the **Boat Docs** tab as below



On the Boat Docs tab you can upload various document either as a pdf eg as provided by your insurance company or as a scanned document eg a Equipment Audit Form.

Item	OK	Form	Upload	File Date	View	Expiry Date
Man Overboard Recovery	<input type="checkbox"/>		GO		GO	
Boat Photo	<input type="checkbox"/>		GO	2016-11-21	GO	
High Quality Boat Photo	<input type="checkbox"/>		GO		GO	
Stability Documentation	<input checked="" type="checkbox"/>		GO		GO	2016/1012
Stability Declaration		<a href="#">Click</a>	GO		GO	
Hull Construct Standard	<input type="checkbox"/>		GO		GO	02/02/2015

You can also..

- download a relevant blank form for some items
- see the date you last updated this document
- view the current document on file
- update/set the expiry date on relevant items
- see if the document is “ok” for an event organiser.

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