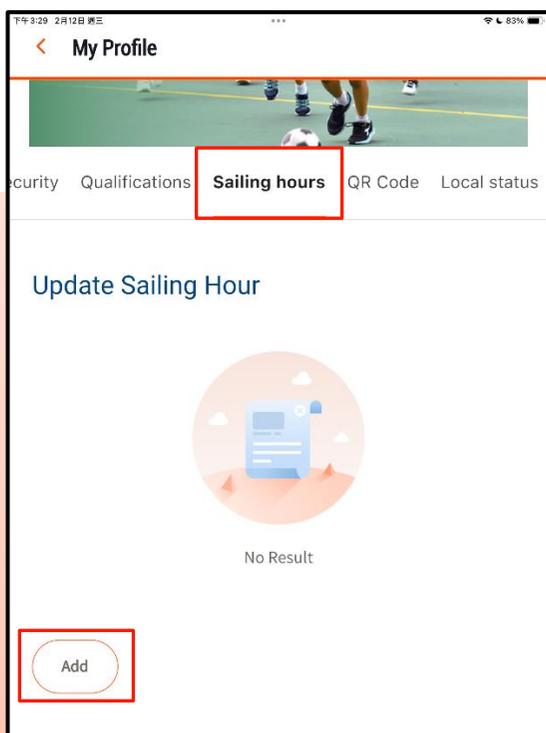




How to Upload Water Sports Sailing Hours (via Mobile Apps / Website)

1. Log in to SmartPLAY, enter the “Sailing Hours” page under “My Profile” and click the “Add” button.

2. Upload and complete the details about sailing hours.



1. Upload images of logbook records, with no more than 5 files.
2. Complete the details. Please note the information provided must match with the uploaded records.

3. To upload multiple records, click the “Add Log” button to continue completing the details.
4. Click the “Submit” button to submit the application.
5. Information provided will be sent to water sports centres via the system for processing of the application.



Water Sports Sailing Hours

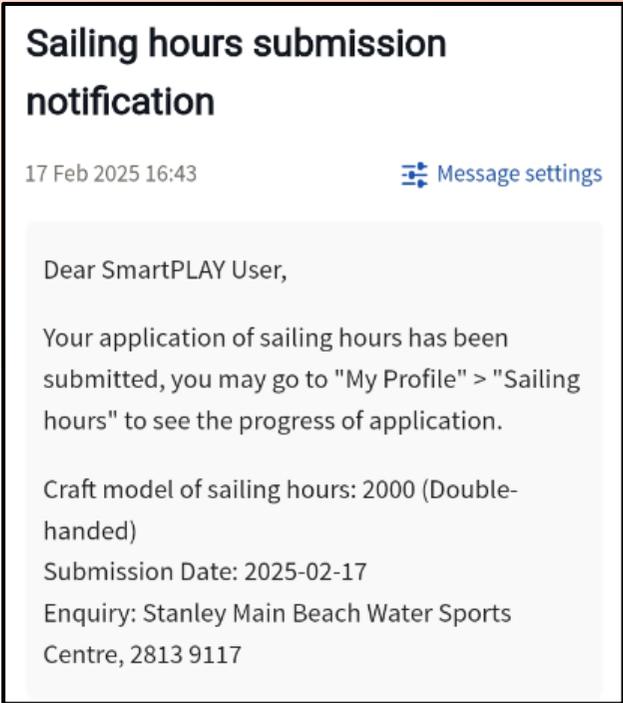
(via Mobile App / Website)

3. After completing the form, click the “Submit” button.

In case it is found that the dates of sailing records to be uploaded are the same as those previously uploaded, the system will give a prompt message, regardless of whether such previous records are in the “Submitted” or “Recorded” status.

According to the system record, you have one or more sailing hour record(s) on the same playdate, please confirm to submit.

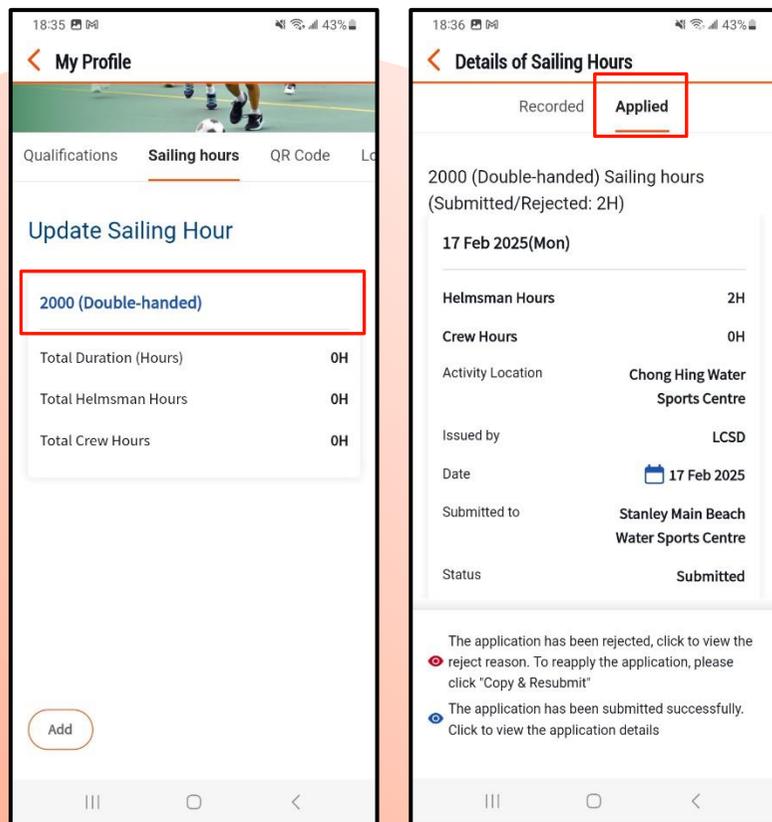
4. A confirmation message will be sent to the system inbox and to the user’s registered email.





How to Upload Water Sports Sailing Hours (via Mobile App / Website)

5. Users may check the approval status of their sailing hours applications by clicking the vessel type button in the "Sailing Hours" page under "My Profile".



For enquiries, please feel free to contact the staff of water sports centres.

Water Sports Centre	Telephone no.	Email address
Chong Hing Water Sports Centre	2792 6810	chwsc@lcsd.gov.hk
Stanley Main Beach Water Sports Centre	2813 9117	smbwsc@lcsd.gov.hk
St. Stephen Beach Water Sports Centre	2813 5407	ssbwsc@lcsd.gov.hk
Tai Mei Tuk Water Sports Centre	2665 3591	tmtwsc@lcsd.gov.hk
The Jockey Club Wong Shek Water Sports Centre	2328 2311	wsWSC@lcsd.gov.hk

