



## Hunter Keeper/Owner – User Guide

### Declaring a Non-Runner

18<sup>th</sup> December 2018  
v.1.0

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# Hunter Keeper/Owner – Declaring a Non-Runner

## 1. Declaring a Non-Runner

- Non- runners can be declared online if the race is at the 'Runners published' stage up until 1 hour before the race.
- To declare a non-runner after this, you must speak to the Clerk of the Scales on course.

### 1.1 Finding your Entry

- Click HUNTER CHASE then All and find your Entry.

Click to expand the menu



FIXTURES & RACES

HUNTER CHASE

INFORMATION

#### MY ENTRIES

Declarations

Confirmations

Scratch E/C

Entries

Runners

All ← Click to see all Entries/Declarations/Confirmations

## Hunter Keeper/Owner – Declaring a Non-Runner

- This will display all of your Entries regardless of which stage the Race is at.
  - Find the entry you wish to declare as a Non-runner by either scrolling down the list or using the search function at the top of the screen if it is easier.
  - Then click on the Show More button (the green ball with 3 dots) and select 'Declare non-runner'
- NOTE – Please ensure you are selecting the correct horse and check all the details in the following screens as a non-runner cannot be re-instated in a race.

Search by entry ref, race number, horse, race name or racecourse... **Enter search criteria if required**

ALL CLOSED

**Warwick** / Friday 28 December 2018

00476	3.45pm	Willoughby de Broke Open Hunters' Chase (Class 6)	3m	5YO+	£3,000	SF/MF	FSL	!	<b>Click to show more options</b>
		Runners published				18	0	0	7
Declared	<b>Oor Babby (IRE)</b>	Blinkers, Tongue Strap			LPVL				
	Mr Ryan Smith (7)								<b>Click to declare non-runner</b> →
									Declare non-runner
									One entry found

# Hunter Keeper/Owner – Declaring a Non-Runner

## 1.2 Declare non-runner

- You will now be in the Declare Non-Runner screen where you can see details of your Entry.
- You can also see the current Going for the course in the blue screen header.
- You must first select the Reason category of **Going, Other, Self Cert** or **Vets Cert**.  
NOTE: Please check the Rules of Racing for your obligations and the effect on subsequent entries for the horse based on the reason chosen.
- Then you can select the Reason from the dropdown list and click on CONTINUE.  
NOTE: The options available in the Reason dropdown will be dependant on the Reason category selected.

Warwick / Friday 28 December 2018   Jump / Turf / Afternoon   Stabling capacity: 117   Maximum races: 7

00476 / **3.45pm** / Willoughby de Broke Open Hunters' Chase (Class 6)   **Current going**   Going: Good to Soft, Soft (in places)

3m / 5YO+ / £3,000   18 0 0 7  
SF/MF FSL Seq Entries

Current going   Going at 10am on the day of declaration

DECLARE NON-RUNNER

Select details   Review details   Receipt

Entry ref	Horse / Rider	Age / Sex	Trainer / Owner
LPVL	Oor Babby (IRE) Mr Ryan Smith	5 G	Miss T. Tonks Mr Hickory Binks

Reason category:    Reason:

**CONTINUE**   CANCEL

**Click to continue with non-runner declaration**

# Hunter Keeper/Owner – Declaring a Non-Runner

## 1.3 Review

- You will now be able to review and check your non-runner declaration.  
NOTE - Please check the details in this screen carefully as a non-runner cannot be re-instated in a race.
- If the reason is incorrect, use the CHANGE button to go back to the previous screen.
- If you do NOT wish to declare the non-runner click CANCEL
- To declare the non-runner click SUBMIT

DECLARE NON-RUNNER

Select details

Review details

Receipt

Please check the information below. If the details are correct, click "Submit". This horse will only be declared a non-runner if the submit button is clicked and the receipt page is displayed. Please note: Once a horse has been declared a non-runner you may not reinstat e it. Please ensure you have selected the correct horse and race(s).

Entry ref	Horse / Rider	Age / Sex	Rating / Weight	Trainer / Owner
LPVL	Oor Babby (IRE) Mr Ryan Smith	5 G	-- --	Miss T. Tonks Mr Hickory Binks
Reason category: Self Cert		Non-runner reason: Self Cert (Not Eaten Up)		

Oor Babby (IRE) will be declared a non-runner in the following race(s):

**WARWICK - December Meeting, 2019** / Friday 28 December 2018

**00476** 3.45pm / THE WILLOUGHBY DE BROKE OPEN HUNTERS' STEEPLE CHASE (CLASS 6)

Non Runner reason - Self Cert (Not Eaten Up) - Self Cert (Not Eaten Up)

This horse will be suspended from running and can only race again on or after 04/01/2019 (Rule(F)97.3).

Click to cancel

CHANGE

Click to go back  
and amend details

SUBMIT

Click to process  
non-runner

CANCEL

# Hunter Keeper/Owner – Declaring a Non-Runner

## 1.4 Receipt

- You will now be in the receipt screen confirming your non-runner declaration.

DECLARE NON-RUNNER

Select details ✓ Review details ✓ Receipt ✓

The following horse has been declared a non-runner. Please review any alerts or notifications below.

Entry ref	Horse / Rider	Age / Sex	Rating / Weight	Trainer / Owner
NH39	Oor Babby (IRE)	7 G	112 --	Miss T. Tonks Mr Hickory Binks

Reason category: Self Cert Non-runner reason: Self Cert (Not Eaten Up)

Oor Babby (IRE) has been declared a non-runner in the following race(s):

**WARWICK - December Meeting, 2019** / Friday 28 December 2018

**00476 3.45pm** / THE WILLOUGHBY DE BROKE OPEN HUNTERS' STEEPLE CHASE (CLASS 6)

Non Runner reason - Self Cert (Not Eaten Up) - Self Cert (Not Eaten Up)

This horse has been suspended from running and can only race a gain on or after 04/01/2019 (Rule(F)97.3)

RETURN TO ENGAGEMENTS

## Hunter Keeper/Owner – Declaring a Non-Runner

- You will also have been sent a receipt that can be viewed in your Communications Hub.
- You can see the receipt by clicking on the 'Page' icon in the top righthand corner of your screen  
NOTE : Both the Owner and the Authorised Keeper of the horse will get a receipt if they are registered to use the Racing Administration site



Miss T. Tonks

RECEIPTS

Non-Runner - Warwick-28/12 - 00476 - Oor Babby (IRE) - LPVL  
28/12/2018 10:37

Click here to view receipts

Click on the receipt summary to view

**Non-Runner - Warwick-28/12 - 00476 - Oor Babby (IRE) - LPVL**  
To: Miss T. Tonks  
From: RO Operators



The following has been made a non-runner :

Warwick Friday, 28 Dec 2018

00476 / 3:45PM / THE WILLOUGHBY DE BROKE OPEN HUNTERS' STEEPLE CHASE (CLASS 6)  
3m / 5YO+ / £3000

**Oor Babby (IRE)**

Reason: Self Cert (Not Eaten Up)  
Entry Ref: LPVL  
Owned by: Mr Hickory Binks