

Applying for an ACU Trials Registration

The screenshot shows the ACU Member Portal homepage. At the top, there is a navigation bar with links for MY PROFILE, CLUB MEMBERSHIP, MY LICENCES, EVENT ENTRY, MESSAGES, and COMPETITION FORM NOTES. A red banner contains a COVID-19 statement. Below this, there are two main sections: 'Members Login' and 'New Member Application'. The 'Members Login' section has a text input for a licence number (19087) and a password field, with a 'LOGIN SECURELY >' button. The 'New Member Application' section has an 'APPLY NOW >' button and a 'Not Registered?' section with a 'REGISTER NOW >' button.

STEP ONE

Go to the on the ACU Member Portal www.ride-acu.uk/secure/Login.aspx

If you have used the site previously login using your ACU (licence) number. Use the Forgotten Password? Link to reset your password if you don't know it. If you already have an ACU number but have not used the site before register using the **REGISTER NOW>** link.

If you do not have an ACU number use the **APPLY NOW>** to get one.

The screenshot shows the 'My Personal Details' page. It is divided into several sections: 'Personal Details' with fields for Member Number (201326), First Name (freya), Surname (ross), Date of Birth (20 / 12 / 1997), Gender (Female), and Nationality (British); 'Contact Details' with fields for Email Address, Home Telephone, Mobile Telephone, and Work Telephone; 'UK Home Address' with an Address 1 field (Old Vicarage); 'Marketing Options' with dropdown menus for 'Emails from the ACU?', 'Postal Correspondence from the ACU?', 'Mail from Selected 3rd Parties?', and 'Club Events/Promotional Emails?'; and 'Emergency Contact / Next of Kin' with fields for Contact Name (S Ross), Contact Relationship (father), Contact Number (01751458527), and Contact Address (old vicarage, Yo62 6rn). A red button at the bottom says 'MY DETAILS AND PREFERENCES ARE CORRECT'.

STEP TWO

If you have not visited the site for some time you will be asked to check/update your personal information.

Once you have done this use the MY LICENCES link to either renew your licence (Trials Registration) or apply for a new one.

If you select apply for a new licence (your first licence in that discipline) you will go to the screen at step 4A.

If you select renew you will go to the screen at Step 4B.

The screenshot shows the 'Apply for a new Licence' page. It includes a blue banner with contact information and a note about online renewal. Below this, there are instructions about licence fees and a 'Choose Your New Licence Details' section with dropdown menus for Year of Validity (2020), Discipline, and Licence. A red button says 'ADD LICENCE >'. Below this is a table titled 'All New Licences Applying For' with a 'Description' column and a 'CLEAR LICENCES' button. At the bottom, there is a field for 'Weston OEL Code' and a 'CONTINUE APPLICATION >' button.

STEP FOUR (A)

For a **new** licence select the year of validity, the discipline, and the type of licence and click **ADD LICENCE>**.

You will then see the licence cost.

Click **CONTINUE APPLICATION>** to proceed.

You will then be asked to complete a number of health questions and declarations before progressing to the payment page where you can pay by credit or debit card.

MY PROFILE CLUB MEMBERSHIP MY LICENCES EVENT ENTRY MESSAGES COMPETITION FORM NOTES

My Licences

- If you are applying for more than one type of licence of National status or below then you only pay £52.00
- If you are applying for a Speedway licence only the fee is £42.00 plus the cost of your SCB Registration
- If you are applying for a Trials registration only the fee is £12.00
- If you are 12 years old and below the licence fee is £30.00

You will have the opportunity to check the total cost of your licences before finalising your renewal application.

PLEASE NOTE: Additional information may be required upon completion of this process. Please read the Notes. Requests for further information may be made by the ACU Licence Department.

My Current Licences

Please ensure that you have selected 'Renew' for every licence which you would like to renew. In most cases your renewal will be automatically selected. Licences run from 1st January to 31st December unless specified otherwise. Online renewal may not be available for all licences.

Expires	Discipline	Licence	Renew
31/12/2020	Trials	2020 -Trials Registration - Sidecar	<input type="checkbox"/>
31/12/2020	Trials	2020 - Trial Registration	<input type="checkbox"/>

If you have a Weston Beach Race One Event Licence (OEL), please enter the number below before clicking "Begin Renewal >".
If valid this will be confirmed before you pay for your licence(s).

Weston OEL Code

BEGIN RENEWAL >

STAGE FOUR (B)

This screen shows your current/previous licences.

Licences are issued annually and can only be renewed after they expire.

Select one you want to renew and check the relevant box.

Click **BEGIN RENEWAL >**

You will then see the licence cost.

Click **CONTINUE APPLICATION >** to proceed

Online Application Step 1 of 2 - Medical Information

If you are unable to apply for the licence you want online or are having any problems please contact the ACU Licence Department on Phone: 01788 566 417 between 9am and 4:30pm or Email: licences@acu.org.uk
*ONLINE RENEWAL IS ONLY AVAILABLE FOR CREDIT / DEBIT CARD PAYMENTS.

Please answer all the questions truthfully. A false declaration may have serious consequences. If you answer 'Yes' to any of the questions please give full details in the space provided at the end of this section. These should include the date you first developed the condition, details of any tests, investigations and of any treatment you have undergone. Please include the names and addresses of any specialists you have seen and hospitals you have attended. Please give full details of any medication you are taking.

Have you ever suffered from or are you currently suffering from any of the following illnesses or conditions:

- Epilepsy, fits, blackouts or any condition which may cause loss of consciousness? -
- Any condition which might cause dizziness, vertigo or loss of balance? -
- Have you been unconscious because of a head injury or suffered from concussion? -
- Any mental or brain disorder such as a stroke, MS or Motor Neurone disease? -
- Any loss of strength, feeling, control or movement of any of your limbs, head or neck? -
- Amputation of any part of your limbs with or without an artificial replacement? -
- Any condition or operation (including spleen removal) involving your heart or main blood vessels or high blood pressure? -
- Any kind of tumour or cancer? -
- Any psychiatric or emotional illness or any alcohol/drug/substance misuse? -
- Any condition affecting your vision or eyes, including colour blindness? -
- Diabetes? -
- Are you taking any medication? -
- If you have answered yes to any of the questions above please provide additional details in the box below:

I confirm that the answers to the medical questions above are true and accurate

PROCEED >

You will then be asked to complete a number of health questions and declarations before progressing to the payment page where you can pay by credit or debit card.