

TT 2026 ACCREDITATION SYSTEM



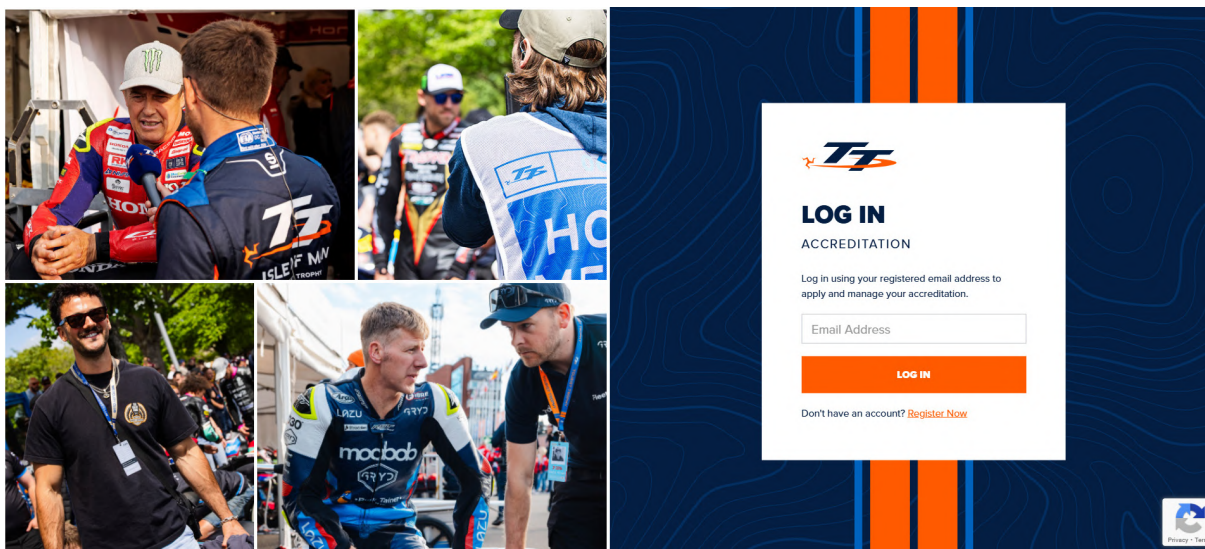
Competitor User Guide

THIS STEP-BY-STEP GUIDE IS FOR COMPETITORS AND REGISTERED TEAM
MANAGERS TO MANAGE TEAM ACCREDITATIONS

LOGIN PROCESS : [Follow this link to Login](#)

1. Your account has been created as an approved Competitor or Team Manager for TT 2026. The account is created using the same email used for your entry account.

2. Follow the above link and you will be brought to this screen:



3. Enter your email as prompted and press ‘**Log In**’.

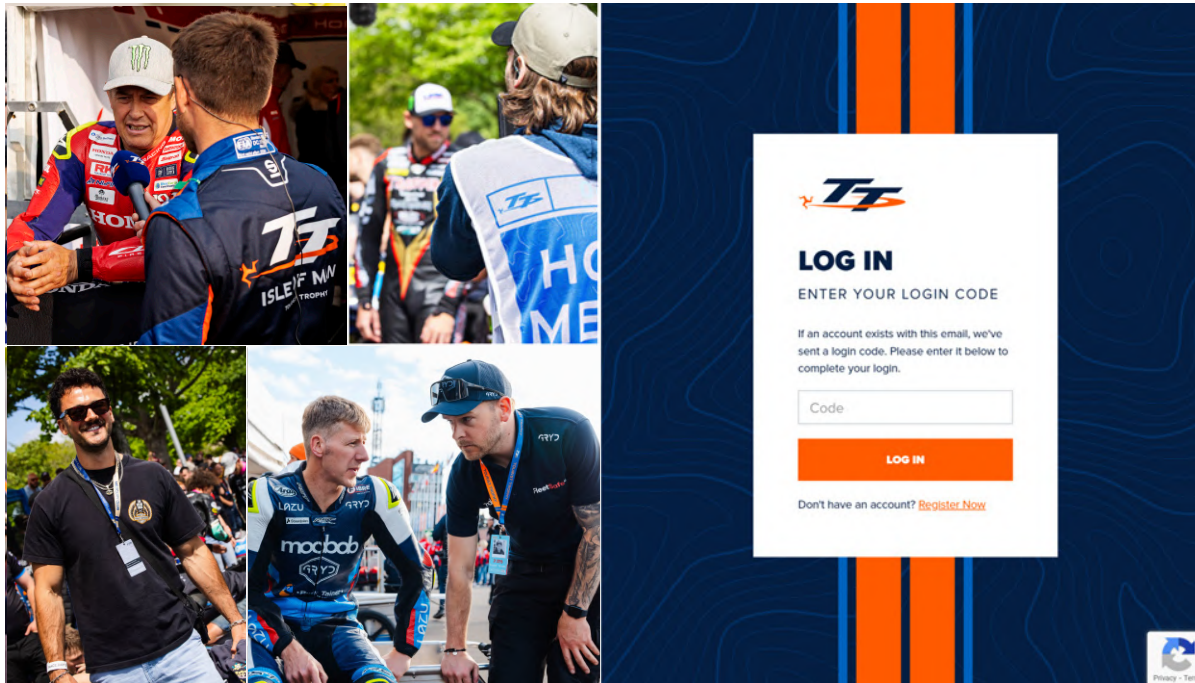
- This will be the same email which you used to submit your entry.

4. You will receive a six-digit code to the email registered to your account. This may take a couple of minutes to arrive, and may fall into your junk folder.

- If the code doesn’t arrive with 5 minutes, return to the ‘**Log In**’ page as linked above (<https://accreditation.iomttraces.com/login>) and try again, checking you have entered the correct email account. If the issue continues, please email accreditation@iomttraces.com for assistance.

NOTE: The code expires after 5 minutes, so dedicate time to complete this process.

5. Enter the six-digit code in the space provided as shown below and press ‘LOG IN’.

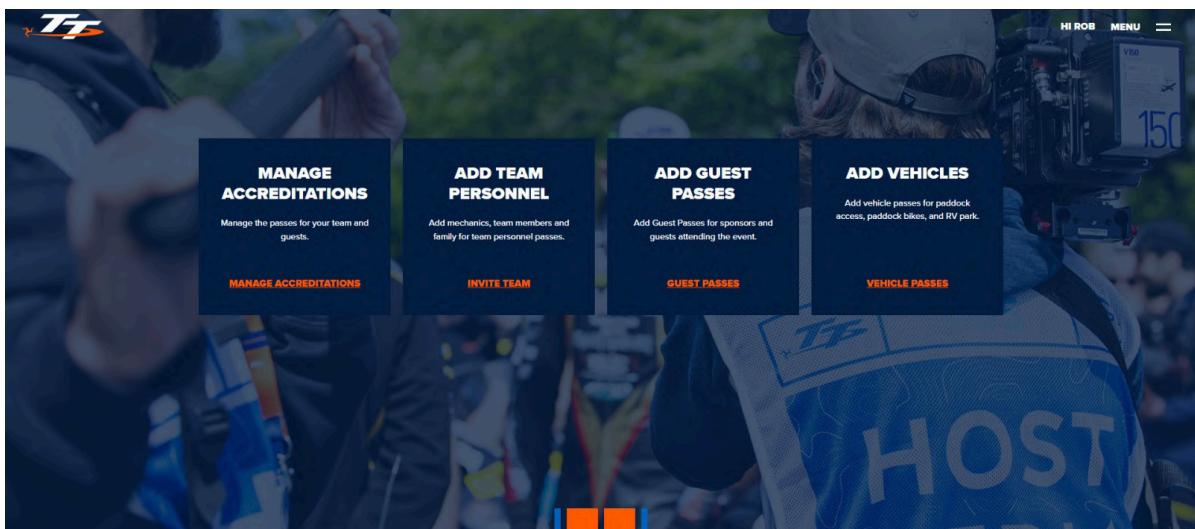


6. Once logged in, you will be brought through to the ‘My Accreditation’ screen shown below.

7. As a ‘Competitor’ you **will not** need to register for a pass – your Competitor wristband will be issued at signing on.

8. From this screen you will be able to:

- **‘ADD TEAM PERSONNEL’** – This is where you add your essential team members. Mechanics, technicians and immediate family members such as partners or parents. This pass provides access to the Assembly Area and Grid.
- **‘ADD GUEST PASS’** – This is for non-working persons you have visiting you on event. Designed to be provided to sponsors or friends. This pass provides access to Assembly Area and Startline viewing areas only.
- **‘ADD VEHICLES’** – All vehicles entering the site for TT2026 will require a vehicle pass to be registered before arrival. This includes your main race truck, RV/Camper and paddock bikes.

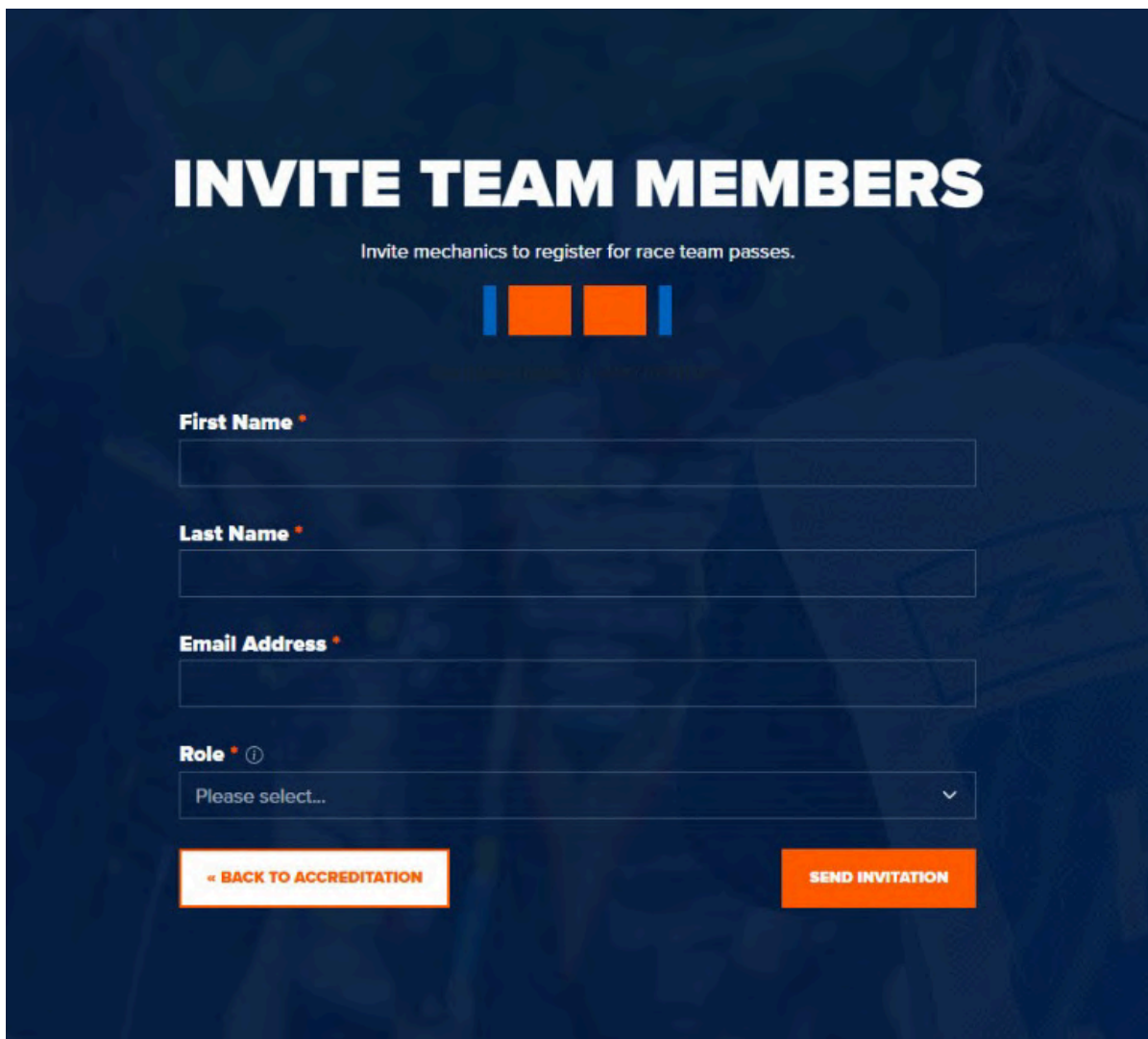


TEAM PERSONNEL PASSES

9. **'ADD TEAM PERSONNEL'** – To complete this section, all you require is the name and email address of your team member. Enter the information into each field as listed, selecting their **'Role'** from the drop-down list. Once complete, select **'Send Invitation'**.

- The team member will receive a notification that they have been added by you. They will be prompted to complete the rest of their details.
- Alternatively, if you have their basic information, you can complete their details via the **'Manage Accreditation'** section. See Page 7 for a guide on how to complete this.

10. Once you have sent the invitation, a fresh screen will be loaded where you can add additional personnel following the same process.



The screenshot shows a dark blue interface for inviting team members. At the top, the heading "INVITE TEAM MEMBERS" is displayed in large white letters. Below it, a subtitle reads "Invite mechanics to register for race team passes." A decorative graphic of two orange squares with blue vertical bars on either side is positioned above the form fields. The form includes four input fields: "First Name" with an asterisk, "Last Name" with an asterisk, "Email Address" with an asterisk, and "Role" with an asterisk and an information icon. The "Role" field is a dropdown menu currently showing "Please select...". At the bottom, there are two buttons: a white button with an orange border labeled "← BACK TO ACCREDITATION" and an orange button labeled "SEND INVITATION".

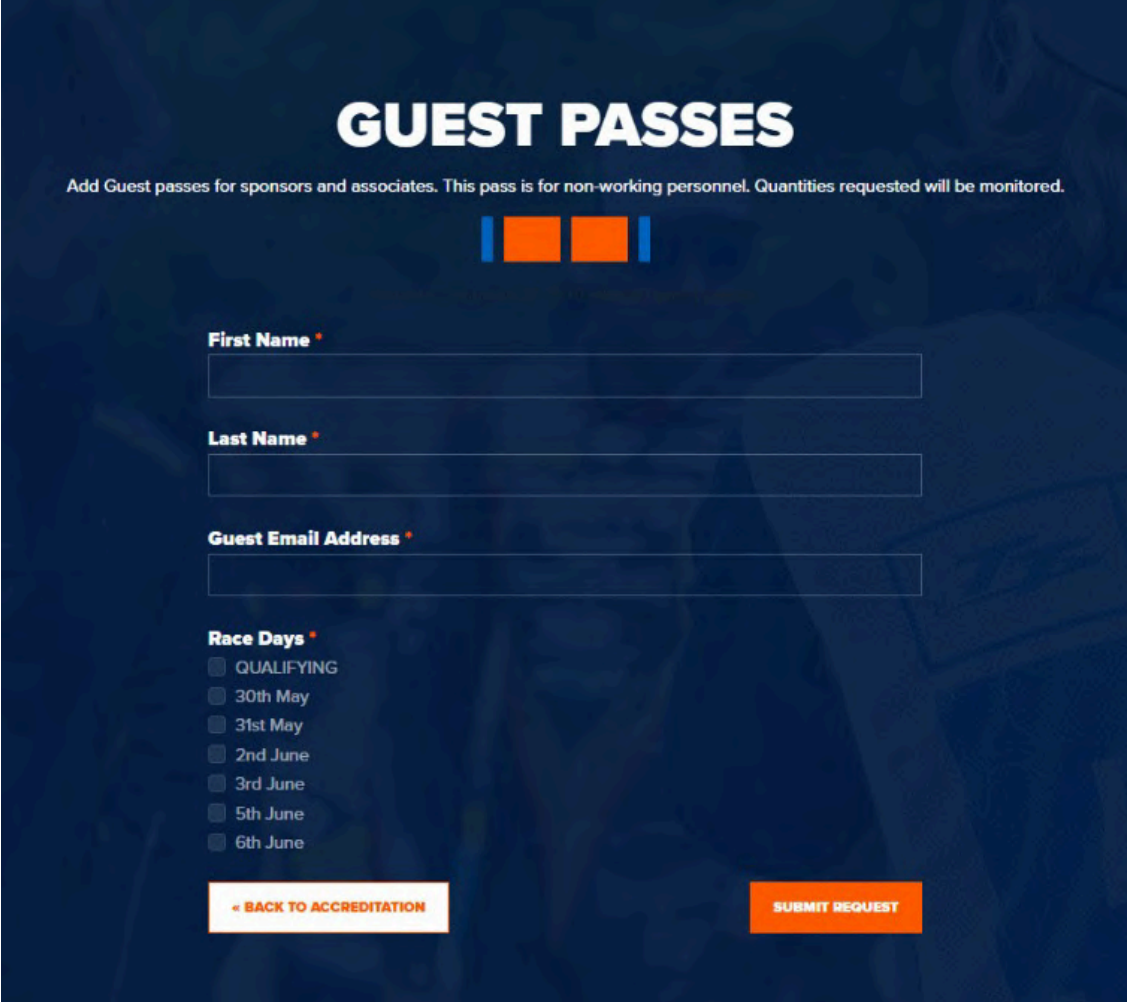
GUEST PASSES

11. By clicking on the TT logo in the top left corner, you return to the home screen where you can add **'GUEST'** passes.

- To complete this section all you require is the name and email address of the guest, together with which days they will require a pass.

12. With the details entered, select **'SUBMIT REQUEST'**. The request will be submitted for approval by the Promoter and a fresh screen will be loaded for additional Guests to be added.

13. If and when the pass is approved, the Guest will receive an email notification to confirm they have been issued a pass and how to collect the pass. You will be able to see the status of each request on the **'My Accreditation'** page.



The screenshot shows a dark blue interface for adding guest passes. At the top, the title "GUEST PASSES" is displayed in large white letters. Below the title, a subtitle reads: "Add Guest passes for sponsors and associates. This pass is for non-working personnel. Quantities requested will be monitored." A decorative graphic of three vertical bars (two orange, one blue) is centered below the subtitle. The form contains the following fields and options:

- First Name ***: A text input field.
- Last Name ***: A text input field.
- Guest Email Address ***: A text input field.
- Race Days ***: A list of radio button options:
 - QUALIFYING
 - 30th May
 - 31st May
 - 2nd June
 - 3rd June
 - 5th June
 - 6th June

At the bottom of the form, there are two buttons: a white button with an orange arrow and the text "← BACK TO ACCREDITATION", and an orange button with the text "SUBMIT REQUEST".

MANAGING VEHICLE PASSES

By clicking on the TT logo in the top left corner, you return to the home screen where you can add **'VEHICLE'** passes.

- You will need to log all Race Trucks/Vehicles needing access to the paddock, any RV/Camper requiring a space in the RV Park, any Motorcycle used as a daily commuter and any paddock bikes.
- To complete this section, you will require the registration details, contact numbers, and a postal address for all passes to be sent to in advance of the event

NOTE: Only a competitor can submit this information.

12. Select the relevant Vehicle Type from the drop down and complete the information in the fields below.

13. Contact name and numbers should be individuals who have access or own a particular vehicle. This is to assist in emergency situations.

14. When all information is submitted, select **'Submit Request'**. This will be submitted to the Promoter for approval and verification against the information provided on the online entry system.

15. If and when the Vehicle pass is approved, you will be notified by email and the pass will be posted to the address provided. The pass must then be displayed in the relevant vehicle or arrival to the paddock.

MANAGE VEHICLE PASSES
Add vehicle passes for the TT 2026 event.

ADD NEW VEHICLE PASS

Vehicle Type *
– Select Vehicle Type –

Contact Name * **Contact Number ***
Best Contact

Postal Address

Address Line 1 *

Address Line 2

Address Line 3

Country * **Postcode ***
– Select Country –

[← BACK TO DASHBOARD](#) [SUBMIT REQUEST](#)

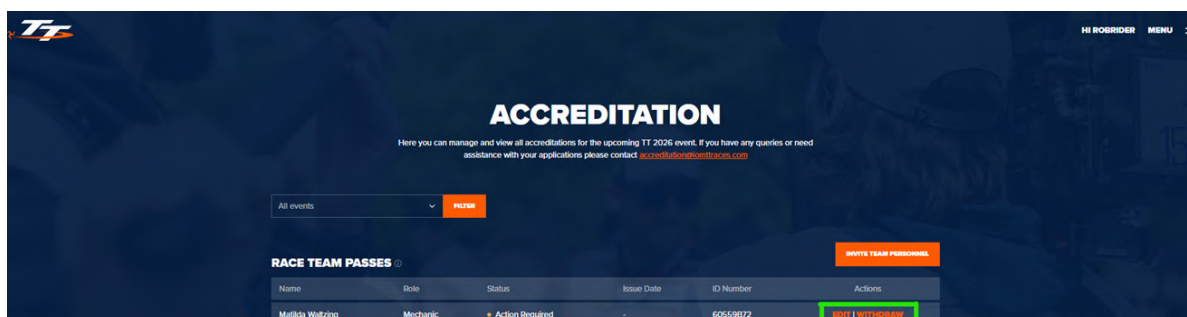
UPDATING TEAM PERSONNEL INFORMATION

16. If you wish to complete the accreditation details for your team members, you will need the following information:

- Date of Birth
- Mobile number (including dialing code pre-fix)
- Emergency Contact Name (Partner or family member)
- Emergency Contact Number (Partner or family member)
- Photo (Passport style)

17. To update a Race Team pass, from the home screen select **‘Manage Accreditations’**.

18. Find the entry you want to update and select **‘Edit’** from the right hand side as highlighted below.



19. Update the available fields and upload a photo which will be printed onto the pass.

20. When complete, select **‘Update Pass’** where you will be taken to a Declaration screen – you may accept this on behalf of the Team member. A copy of this declaration will be sent to them.

21. Upon submitting the Declaration, you will be returned to the **‘Manage Accreditation’** page and you will be able to update other passes if required.

