

# Insta-Cert Ride Application



- Available only to Premier Members through the IBA eStore
- Submit ride application at final Fuel/DBR stop
- Must adhere to “Insta-Cert” submission requirements
- Previous ride submission methods remain

Here is a quick and easy way to submit your ride applications. In fact, you can finish your submission before you leave your last gas station.

A few items to keep in mind when using Insta-Cert:

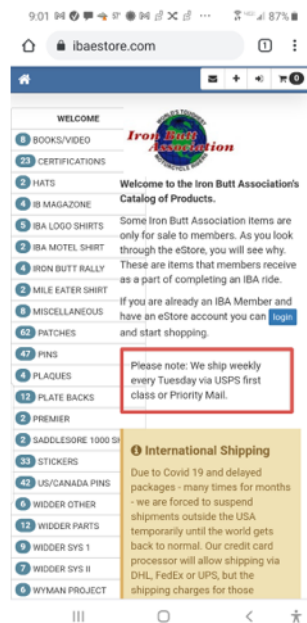
- **Most importantly**, to insert your DBRs into your Spotwalla track to avoid the cumbersome task of sending DBRs in separately,

And, though not absolutely required, it is

**HIGHLY, HIGHLY** recommended you use as **one** of your GPS tracking devices, either Bubbler GPS Pro for Android phones or SWTracker for iPhones. These phone apps allow you to insert a photo of your DBRs with your odometer into your Spotwalla track.

Here's how you use Insta-cert

Go to IBA eStore



From the IBA Homepage, go to the IBA eStore or directly to [www.ibaestore.com](http://www.ibaestore.com)

And Login

9:01 94% 87%

ibaestore.com/login.php

IBA eStore Login

Email Address  
heromanmd@gmail.com

Password  
\*\*\*\*\*

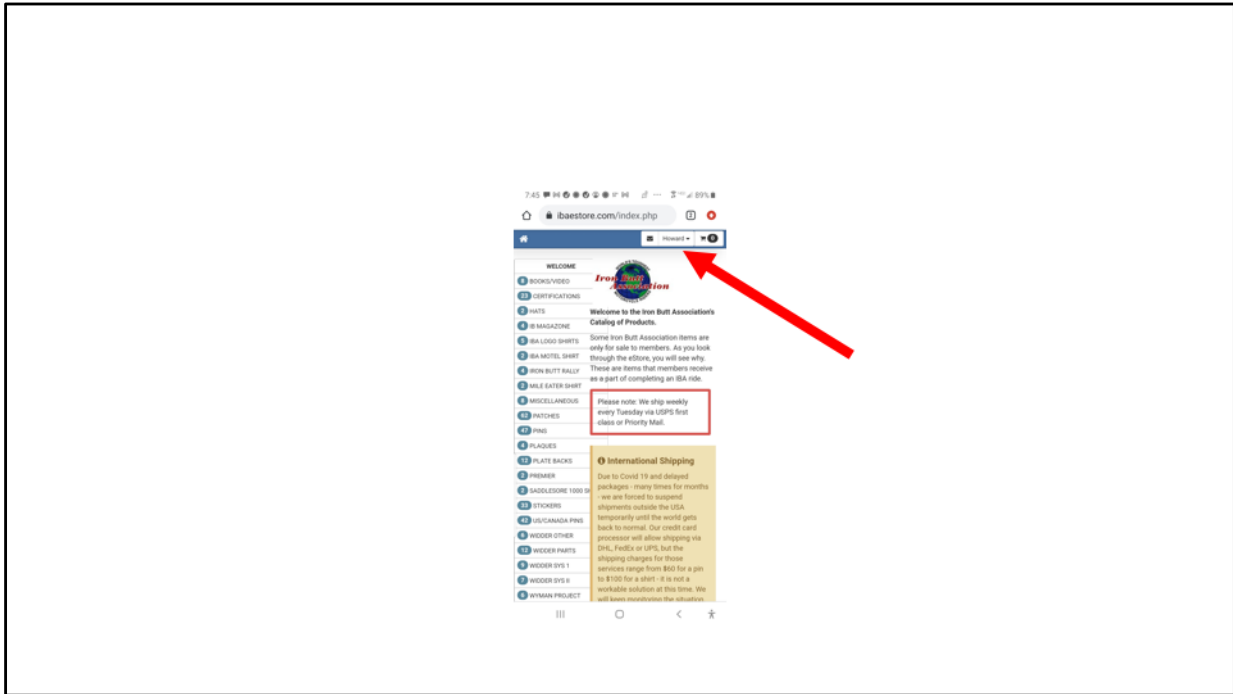
[I Forgot My Password](#)

Log In Cancel

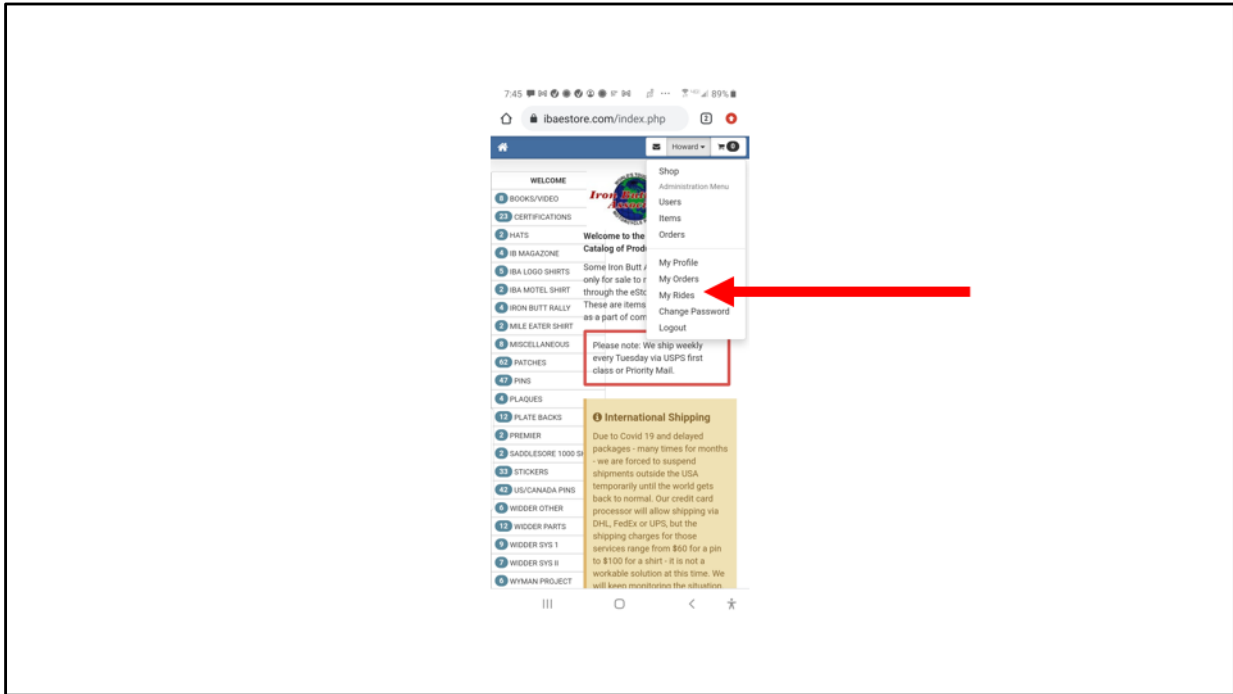
IBA eStore Association



Log in

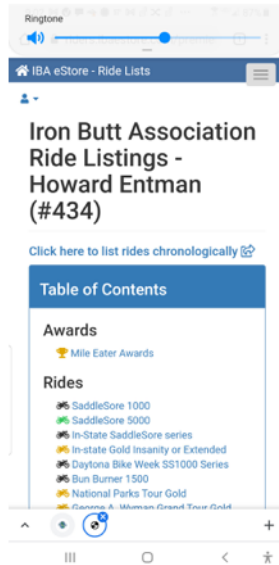


Click on your name



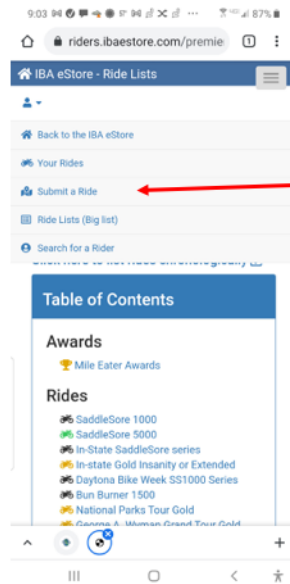
Click on My Rides

Touch on the three bars for menu



Click on the three bars in the upper right corner that's the menu icon

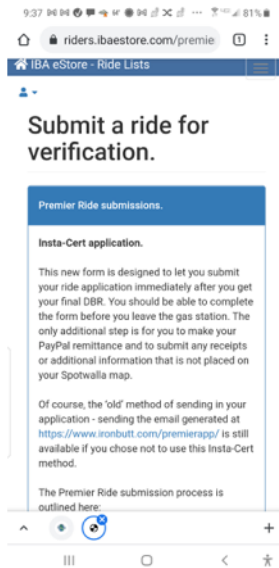
Click-  
Submit a Ride



Click on Submit a Ride

Toughest part  
coming up ...

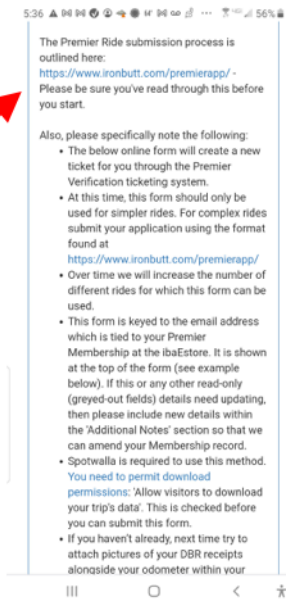
**Please read all**



There's two and a half pages of verbiage. Please read this. I'm just going to highlight some of the most important features.

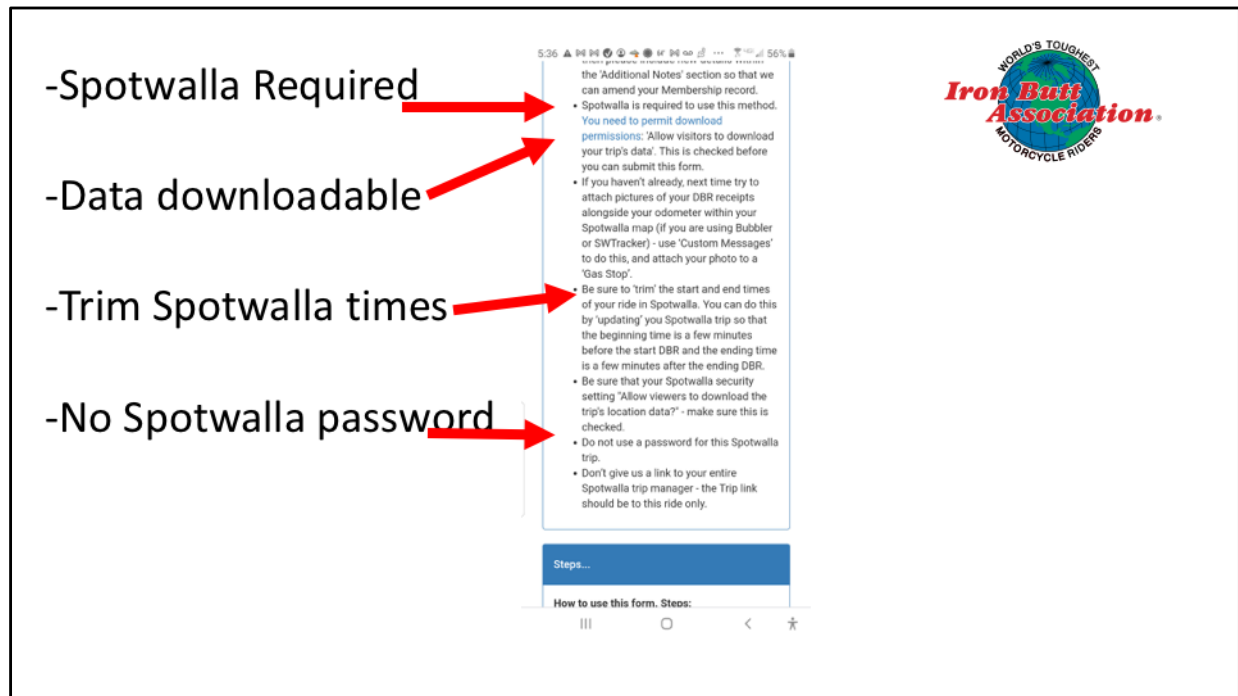
Still available-

## Regular Premier Ride Submission Format



You can still use the form that you have been using for your applications which can be found at

[www.ironbutt.com/premierapp](https://www.ironbutt.com/premierapp)



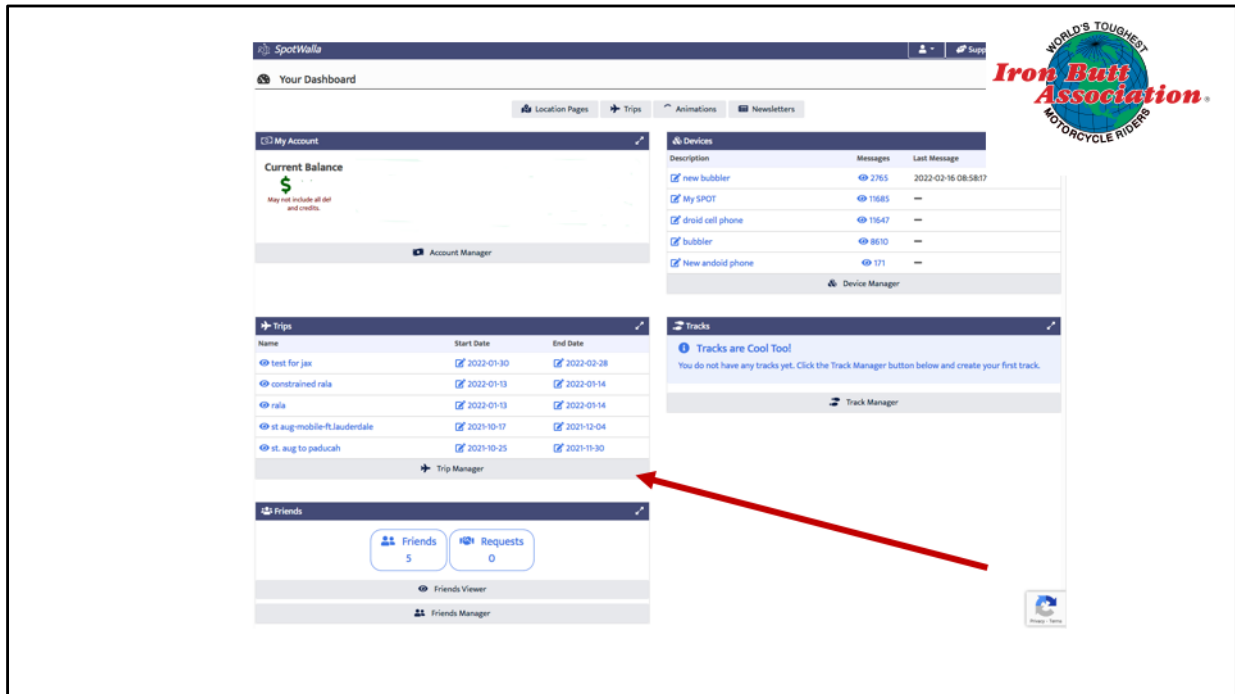
Spotwalla is required. You must permit download permissions. If you don't know how to do this, just click the link - it's easy!

Trim your Spotwalla data.

No passwords for your Spotwalla link

Just give us the link to this ride - not to your entire library of rides.

Here's how to permit others to download your trip data.



Go to your Spotwalla account and click on trip manager

Home > Trips

✈️ Trip Manager

Total Pages: 5

1 2 3 4 5

+ Create Trip

My Public Trips

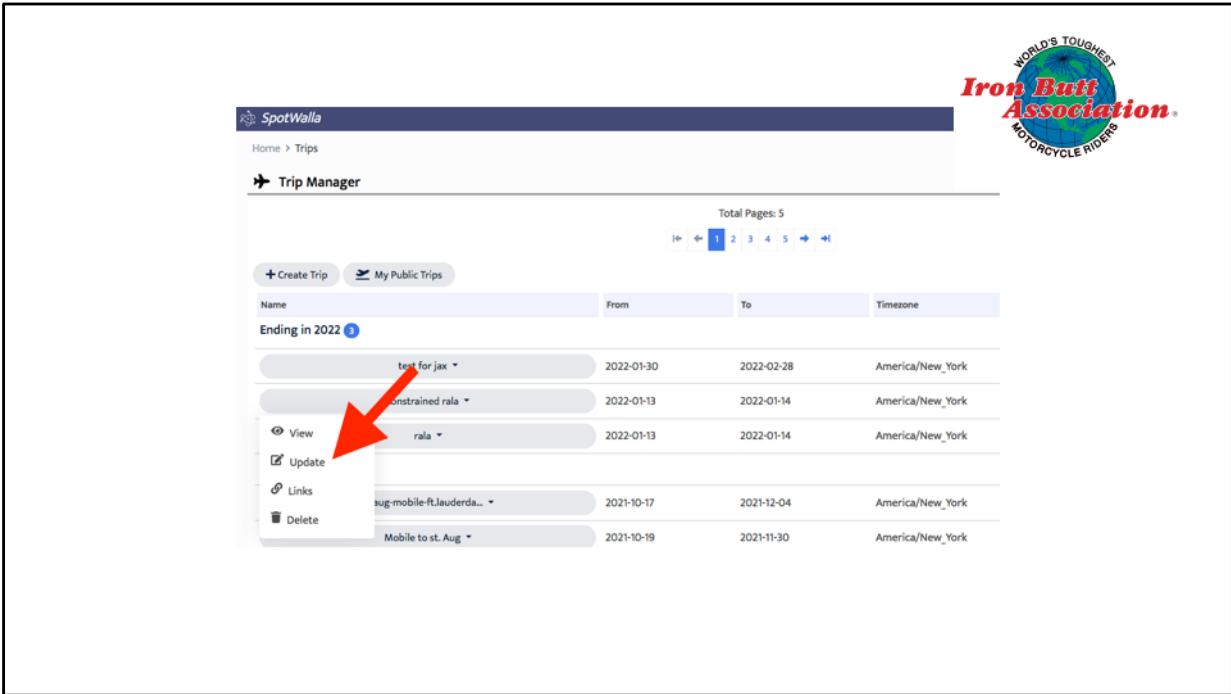
Name	From	To	Timezone	Profile	Publ
Ending in 2022					
test for jax	2022-01-30	2022-02-28	America/New_York	↑	🔒
constrained rala	2022-01-13	2022-01-14	America/New_York	↑	🔒
rala	2022-01-13	2022-01-14	America/New_York	↑	🔒
Ending in 2021					
st aug-mobile-ft.lauderda...	2021-10-17	2021-12-04	America/New_York	↑	🔒
Mobile to st. Aug	2021-10-19	2021-11-30	America/New_York	↑	🔒
st. aug to paducah	2021-10-25	2021-11-30	America/New_York	↑	🔒

WORLD'S TOUGHEST

Iron Butt Association®

MOTORCYCLE RIDERS

Click on the trip



Update the trip

SpotWalla

Home > Trips > Update Trip - constrained rala

### Update Trip - constrained rala

Use the tabs below to set the desired trip options.

**Basics** Security Options Track Overlays

Name: constrained rala Description: xx

Start Date: 2022-01-13 Start Time: 07:30 End Date: 2022-01-14 End Time: 05:59 Timezone: New York

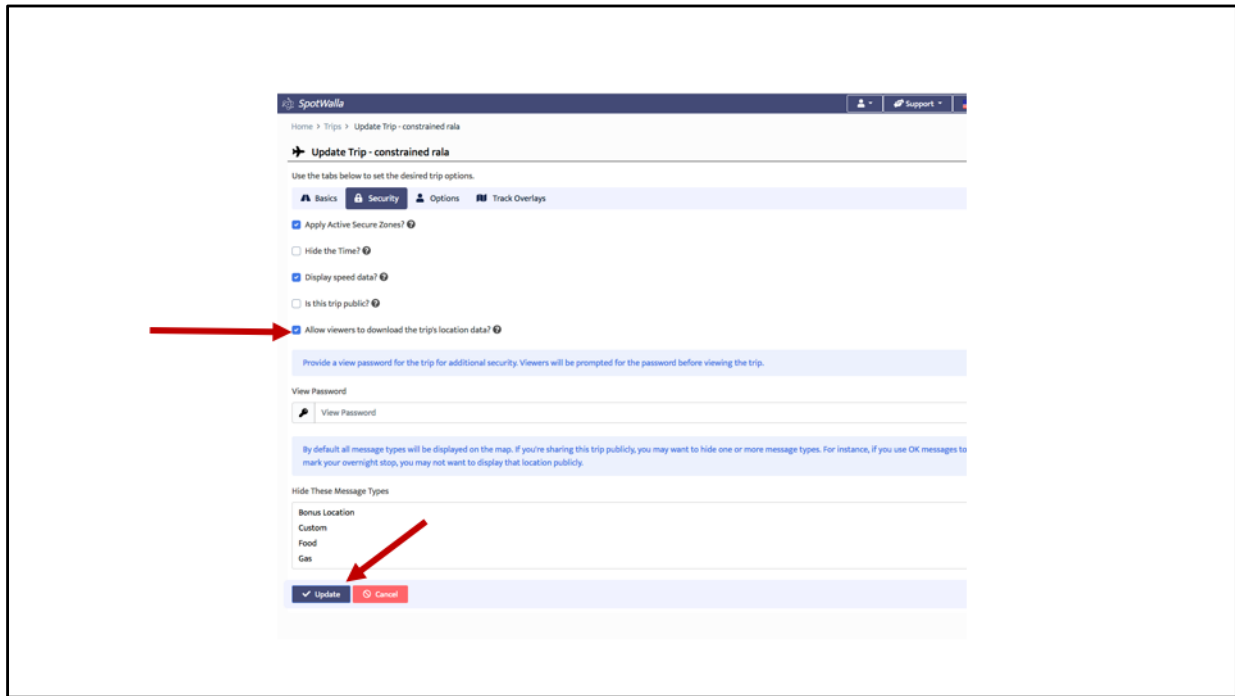
**Multiple Device Support**  
Trips can be configured to show locations from one or more devices. SpotWalla can either combine all the location data and display a single track or it can show each device in separate tracks.

Devices: bubbler, droid cell phone, My SPOT, New android phone, new bubbler

☒ Combine Multiple Devices Into a Single Track  
☐ Show Each Device Using Separate Tracks

Update Cancel

Click on security



Be sure that this box is checked: Allow viewers to download the trip's location data

Then click on update

## -Trim ride times

5:36 5G 100% 56%

the 'Additional Notes' section so that we can amend your Membership record.

- Spotwalla is required to use this method. You need to permit download permissions: 'Allow visitors to download your trip's data'. This is checked before you can submit this form.
- If you haven't already, next time try to attach pictures of your DBR receipts alongside your odometer within your Spotwalla map (if you are using Bubbler or SWTracker) - use 'Custom Messages' to do this, and attach your photo to a 'Gas Stop'.
- Be sure to 'trim' the start and end times of your ride in Spotwalla. You can do this by 'updating' your Spotwalla trip so that the beginning time is a few minutes before the start DBR and the ending time is a few minutes after the ending DBR.
- Be sure that your Spotwalla security setting 'Allow visitors to download the trip's location data?' - make sure this is checked.
- Do not use a password for this Spotwalla trip.
- Don't give us a link to your entire Spotwalla trip manager - the Trip link should be to this ride only.

Steps...

How to use this form. Steps:

||| □ < ★



We also want you to trim the start and end times of your ride. When I set up a ride in Spotwalla, I set my start time hours ahead of when I intend to start and leave my end time as 23:59 of the ending date. But often I put on miles before the official start of the 'real' ride and might even have some miles after the completion of the real ride.



## Spotwalla received for a SS1000 ride

Here's a map we received for a SS1000.

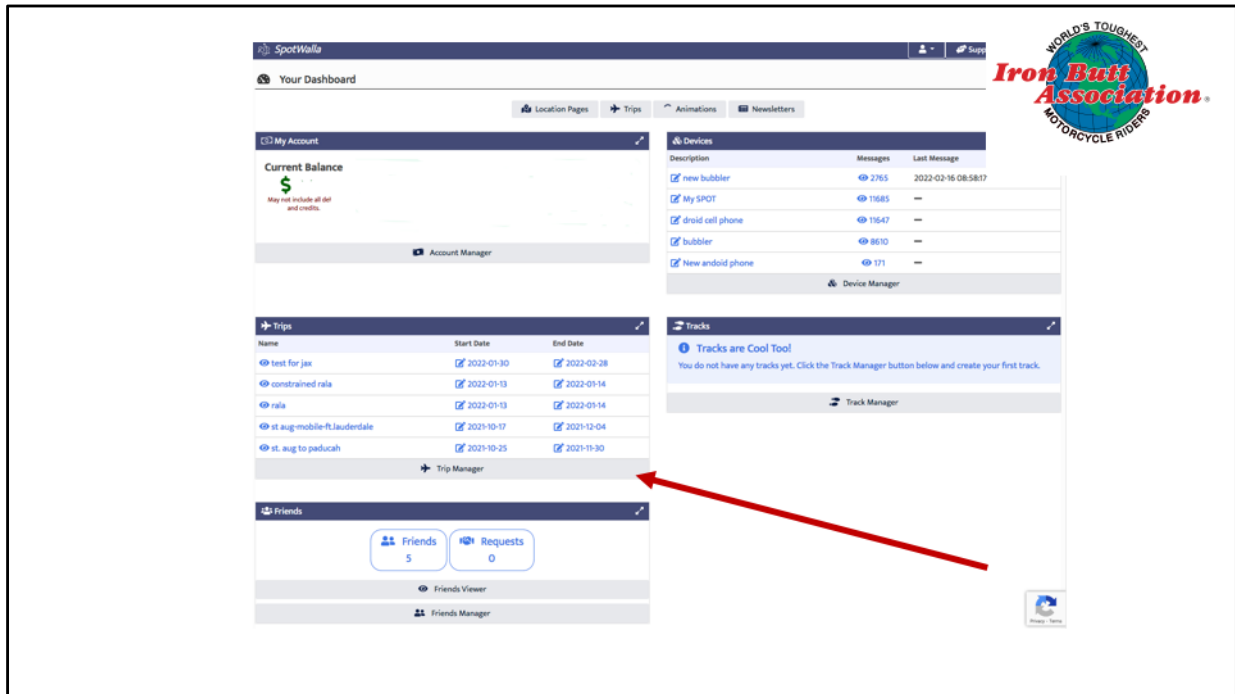
Don't give us a link to a map like this when applying for a SS1000.

Either create a new trip using the starting and ending times of your first and last gas receipts (give a ten-minute leeway at the beginning and end) or just update the times in your Spotwalla trip manager.

All your data is secure. Trips that you set up are simply windows looking at your data. Nothing you do to update trip times or to create new trips using the data will cause you to lose data. You can always go back and expand your start and stop times.

Don't panic--if you need help, just send an email to IBA Premier certifications and we'll have one of our mentors give you a call.

But here's how you trim your times



Go to your Spotwalla account and click on trip manager

Home > Trips

✈️ Trip Manager

Total Pages: 5

1 2 3 4 5

+ Create Trip

My Public Trips

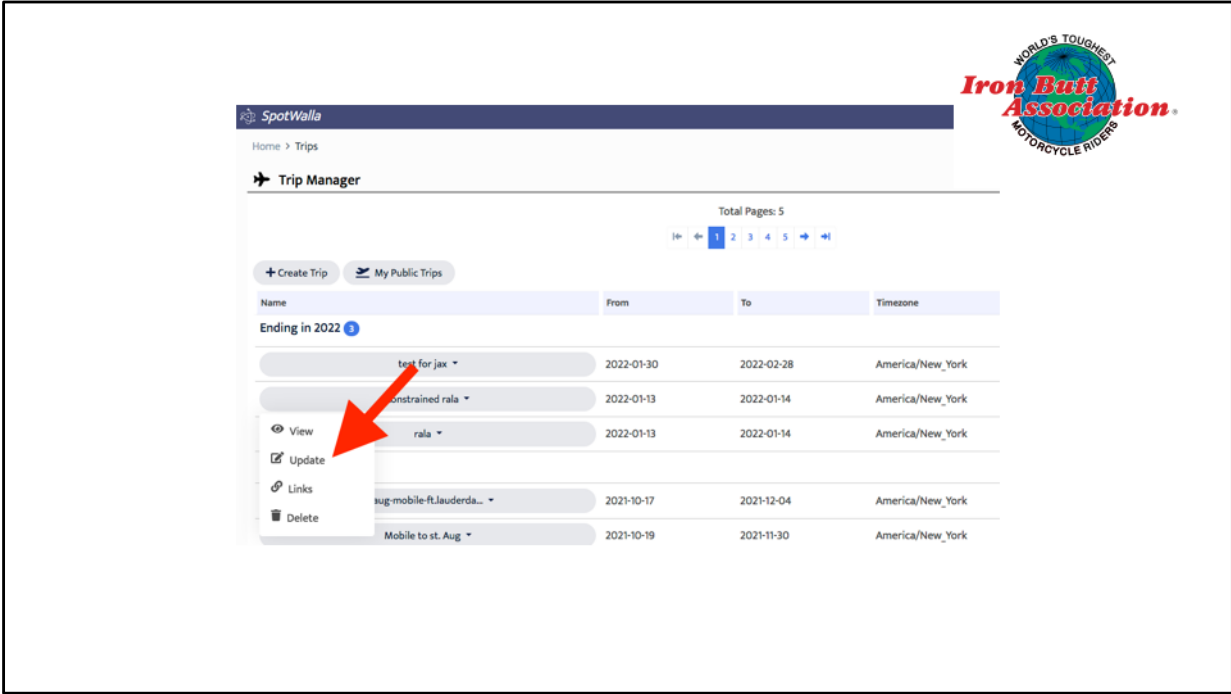
Name	From	To	Timezone	Profile	Publ
Ending in 2022					
test for jax	2022-01-30	2022-02-28	America/New_York	↑	🔒
constrained rala	2022-01-13	2022-01-14	America/New_York	↑	🔒
rala	2022-01-13	2022-01-14	America/New_York	↑	🔒
Ending in 2021					
st aug-mobile-ft.lauderda...	2021-10-17	2021-12-04	America/New_York	↑	🔒
Mobile to st. Aug	2021-10-19	2021-11-30	America/New_York	↑	🔒
st. aug to paducah	2021-10-25	2021-11-30	America/New_York	↑	🔒

WORLD'S TOUGHEST

Iron Butt Association®

MOTORCYCLE RIDERS

Click on the trip



Click on Update to edit the trip

SpotWalla

Home > Trips > Update Trip - constrained rala

Update Trip - constrained rala

Use the tabs below to set the desired trip options.

Basics Security Options Track Overlays

Name: constrained rala

Description: ride around...

Required:

Start Date: 2022-01-13

Start Time: 07:30

End Date: 2022-01-14

End Time: 05:39

Timezone: New York

Multiple Device Support

Trips can be configured to show locations from one or more devices. SpotWalla can either combine all the location data and display a single track or it can show each device in separate tracks.

Devices

- bubler
- droid cell phone
- My SPOT
- New android phone
- new bubler

Required:

☒ Combine Multiple Devices into a Single Track

☐ Show Each Device Using Separate Tracks

Update Cancel

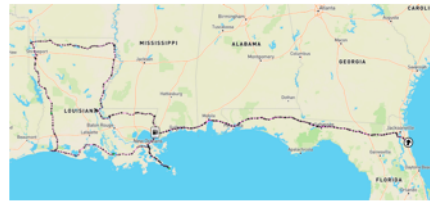
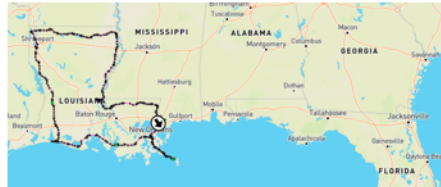
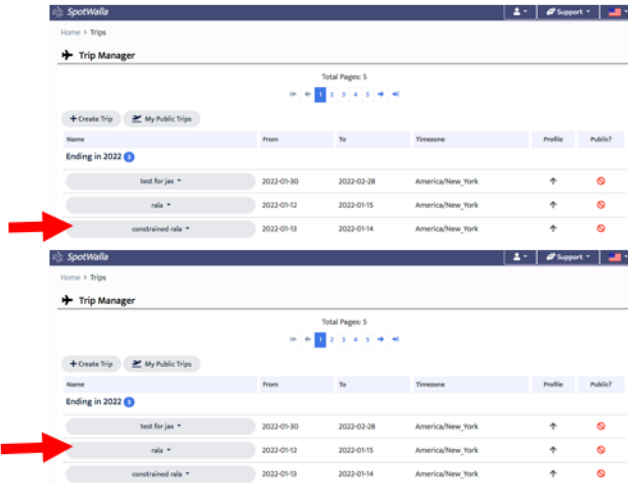
Set the start date and time to about 10 minutes before the time on your starting DBR/fuel receipt and set the ending time about ten minutes after your last DBR/fuel receipt and hit update.

**BUT** be sure to then view your Spotwalla trip on the map and make **ABSOLUTELY** sure your start and end DBRs reflect in your trip, and if they do not, adjust your times accordingly for the trip until they do.

That's it. Your map will show just your trip. You do not lose any of your data - you can always widen the times and a more inclusive map is formed.

Or you can create a new trip using the narrow data for the times you're trying to get certified.

## Two Trips – Same Data



So here's my trip manager. Notice the trip on the bottom, RALa, ride around Louisiana. The time for the trip is three days long, and the Spotwalla map shows my travels from St. Augustine to Slidell, then the 'real trip, the ride around Louisiana, and then my ride home.

I created another trip with the narrow times and dates to reflect the beginning and ending gas receipts for the trip I was trying to get certified, called constrained rala. You can see that both trips use the same data and can be preserved in your trip file. No data was lost by creating that second trip.

-Spotwalla Required

-Data downloadable

-Trim Spotwalla times

-No Spotwalla password


5:36

the 'Additional Notes' section so that we can amend your Membership record.

- Spotwalla is required to use this method. You need to permit download permissions: 'Allow visitors to download your trip's data'. This is checked before you can submit this form.
- If you haven't already, next time try to attach pictures of your DBR receipts alongside your odometer within your Spotwalla map (if you are using Bubbler or SWTracker) - use 'Custom Messages' to do this, and attach your photo to a 'Gas Stop'.
- Be sure to 'trim' the start and end times of your ride in Spotwalla. You can do this by 'updating' your Spotwalla trip so that the beginning time is a few minutes before the start DBR and the ending time is a few minutes after the ending DBR.
- Be sure that your Spotwalla security setting 'Allow viewers to download the trip's location data?' - make sure this is checked.
- Do not use a password for this Spotwalla trip.
- Don't give us a link to your entire Spotwalla trip manager - the Trip link should be to this ride only.

Steps....

How to use this form. Steps:



Okay, so now you know how to be sure your data is downloadable and how to trim your data points.

23

## Main Instructions

- Fill out form
- “Received” email
- Always use “Reply”

9:41 80%  
• Don't give us a link to your entire Spotwalla trip manager - the Trip link should be to this ride only.

**Steps...**

**How to use this form. Steps:**

1. Complete this form. Certain fields can be edited (greyed-out fields cannot be edited). Do not attach any receipts to this form.
2. Watch for a REPLY EMAIL, from the ticketing system. Reply to that email with any ODO receipts which aren't already embedded within your Spotwalla map and add your PayPal receipt (not just the paypal transaction number).
3. Any further information can be attached to the REPLY EMAIL. If you need to send a follow-up email after your initial REPLY, be sure to hit REPLY to that email rather than sending a new email to the Premier mailbox. If you REPLY, then all those details get logged under the one ticket. - Which is what we want. - Thank you.

**Submit a ride verification request:**

Required fields are shown below using \*

Most importantly, here are the main instructions:

Fill out the form

Watch for a return email acknowledging that the form was received

Always reply to that email. That will keep all the communication about a particular ride in the same thread. Don't be lazy and merely send another email to the premier mailbox, because a new email will generate a new ticket and that will make the job of verifying your ride more cumbersome.

- Cannot change grey areas
- Verify address
- No nested rides
- No complicated rides
- Issues? We will contact you



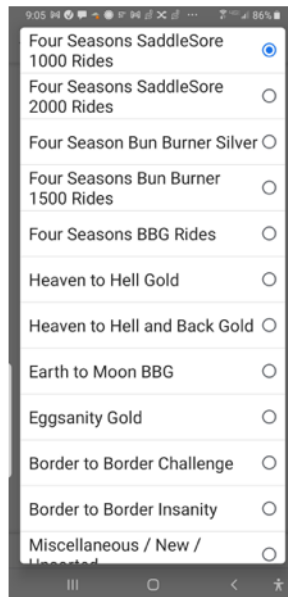
Here's what you will get on your phone or your pad or pc if you wait till you get home. The grey areas cannot be changed. All the others can be changed. The address is what we have in the master database. If the address is wrong, put in the correct address and make a comment in the additional details box to tell us that you changed the address. This is the address to which we will mail your certificate, so be sure it is correct!

For now, no nested rides using this method. Also, don't use this for super complicated rides or rides that are longer than 5 days. Don't use this form for Tour of Honor Rides, RTE-X-USA or rides that require lots of photo attachments, like the EggSanity ride.

If we need more information, or if we determine that a ride is too complicated for this Insta-cert, we'll contact you.

There is a dropdown box for the type of ride.

Type of ride “drop-down”  
- Lists most rides



The drop-down box lists most of our rides

- Good Spotwalla link a MUST
- ODO and GPS miles a MUST
- Notate Database changes
- Sign and send
- Attach PayPal receipt via  
“REPLY”

9:07 94 85%  
Bike \*  
Honda Gold Wing  
Please edit as required  
Spotwalla Trip URL \*  
<https://www.spotwalla.com/trip/---INSERT?>  
Sharing URL for your SpotWall Trip  
ODO Mileage \*  
ODO Mileage  
GPS Mileage \*  
GPS Mileage  
Ridden With  
Who did you ride with? (Optional)  
Any Additional Details  
Additional Details  
Confirmation  
Please edit as required  
I certify that the statements in this application  
for certification are true to the best of my  
knowledge and belief.  
Type your name here  
Submit



You absolutely must put in a good Spotwalla link to use this system. Don't give us the link to ALL of your Spotwalla maps. Just give us the link to this ride. We also need your ODO and GPS mileages.

If you changed any of the master database information, give us a heads up in the additional details box

Sign your name and hit send.

When you get home, make your PayPal payment, and attach a copy of the PayPal confirmation to a reply to the email you have received acknowledging receipt of your submission. If some of your receipts were not embedded in the Spotwalla map, also attach them to this email.

Even better, you can make your PayPal payment before you start your ride. Save a copy of your PayPal confirmation to your picture file, and, if your receipts are embedded in your Spotwalla map, just reply to the acknowledgement email and attach your PayPal receipt and you're finished!!

Can't omit required info

The screenshot shows a mobile browser interface with the URL `riders.ibaestore.com/premie`. The form contains several input fields, each with a red border and a red error message below it: "This field is required." The fields are: a URL field with placeholder text "https://new.spotwalla.com/trip/---INSERT---", an "ODO Mileage" field, a "GPS Mileage" field, a "Ridden With" field with placeholder text "Who did you ride with? (Optional)", and a "Confirmation" section with a text area for "Additional Details" and a signature line with placeholder text "Type your name here". The browser's status bar at the top shows the time as 9:08 and battery level at 86%.



If you leave out required information, you cannot send the form.

# Insta-Cert Ride Application



- Available only to Premier Members through the IBA eStore
- Submit ride application at final Fuel/DBR stop
- Must follow “Insta-Cert” submission requirements
- Previous ride submission methods remain

So here's the Insta-Cert Program available to Premier Members only. If you don't like this method, or have many documents to attach, you can still use the same form that you have been using for the past few years.

Even with this new technology, the program needs dedicated volunteers to make it work. I want to recognize those volunteers who have worked with me giving hours and hours of their time to get your certificates to you on a timely basis. Stand up as I call your name.