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## **2024 CANADIAN NATIONAL PERUVIAN HORSE SHOW**

# Thank you for using our new Show Entry Form. It's easy to navigate and will save time when submitting entries directly to the show secretary.

#### **Completing the Form**

- 1. If you are using a PC, use the Tab Key to move from one field the another. If using an iPad, tap the desired field to move there.
- 2. To move from page to page, please use the {Back} and {Next} keys at the bottom of the screen. DO NOT use the forward or back arrows.
- 3. When entering Class # and Rider, enter each class number followed by a comma, enter a space and add the rider's name. Do the same thing for the next rider (of that horse only). For example:

1,2,3,4, John Doe 5,7,8,9, Jane Doe

4. To attach the horse's Registration Certificate when using a PC, click Browse Files, and select file from the list. If using an iPad, click Browse Files, select Choose Files, and select the file from the list.

## REGISTRATION FORMS MUST BE IN PDF FORMAT ONLY. NO OTHER FORMATS ARE ALLOWED.

- 5. On the Fees page, tick all the boxes that apply (e.g. Bit Member, Number of Riders, Stalls,, Tack Rooms, Camping etc.) and enter the quantity. The subtotal will adjust to reflect quantity.
- 6. Once form is completed, hit {Submit}. You will receive a Thank You message once submission has been received. You will then receive an email from JOTFORM confirming the show secretary has successfully received your entry. Your official invoice will be attached.

IF YOU EXPERIENCE ANY PROBLEMS, PLEASES CONTACT THE SHOW SECRETARY