SHOWD🐾GSNSW
showdogsnsw.org.au

HELP GUIDE FOR ENTERING SHOW DOGS NSW

Some points before commencing using the System:

1. The system is not available between the hours of 3am to 5am every morning to enter Online Entries.

2. You will need to enter each show separately, please note you will not be charged any additional fees and the same fees will apply.

3. Please note you will only have access to the dogs currently registered under your membership record, you cannot access any dogs registered under someone else's name.

4. Please ensure you have the correct dog registration number to be entered (this can be found on the registration certificate), alternatively, you can search with the dogs registered name.

LOG IN

Please enter your Login ID and Password which is currently used to access the Dogs NSW /ANKC Ltd Online Services (i.e. Gazette, Membership Renewal and Litter Registrations)

Log in

Use Dogs NSW Online Services Login ID and Password

Login ID	XXXXXXXX
Password	•••••••

☐ Remember me?

[Log in]

- Become an Online User or Reset your Password.
- Forgot UserID or Password? click here.

You must be a financial member of an ANKC Ltd Controlling Body to be able to Login.

If you do not have an Online Services account please follow the below step:

Become an Online User or Reset you Password this will direct you to the create login screen.

Log in

Use Dogs NSW Online Services Login ID and Password

Login ID	
Password	

☐ Remember me?

[Log in]

- Become an Online User or Reset your Password.
- Forgot UserID or Password? click here.

If you already have an Online Services account but cannot locate your User ID or Password please follow the below step:

Forgot UserID or Password?

Log in

Use Dogs NSW Online Services Login ID and Password

Login ID	
Password	

☐ Remember me?

[Log in]

- Become an Online User or Reset your Password.
- Forgot UserID or Password? click here.

SELECT SHOW TO ENTER

Once you have successfully logged in, the Events available for entry will be listed, you can change the viewing option to Calendar View if you prefer.

Click on the Show name to view a copy of the advertisement.

Click on "Enter" to begin entering dogs

Events				
				🗓 Calendar View
Show Date	**Show Name**		**Entries Close**	**Enter On-time**
01/09/2018 09:00 AM	Dogs NSW Spring Fair - Saturday		24/08/2018	+ Enter
02/09/2018 09:00 AM	Dogs NSW Spring Fair - Sunday		24/08/2018	+ Enter
31/08/2018 09:30 AM	Dogs NSW Spring Fair - Friday CACIB Show		24/08/2018	+ Enter

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SEARCH FOR DOG

Once you click Enter the following screen will appear.

If you enter the first 3 digits of the dog's registration number <u>or</u> name the dog listing will appear.
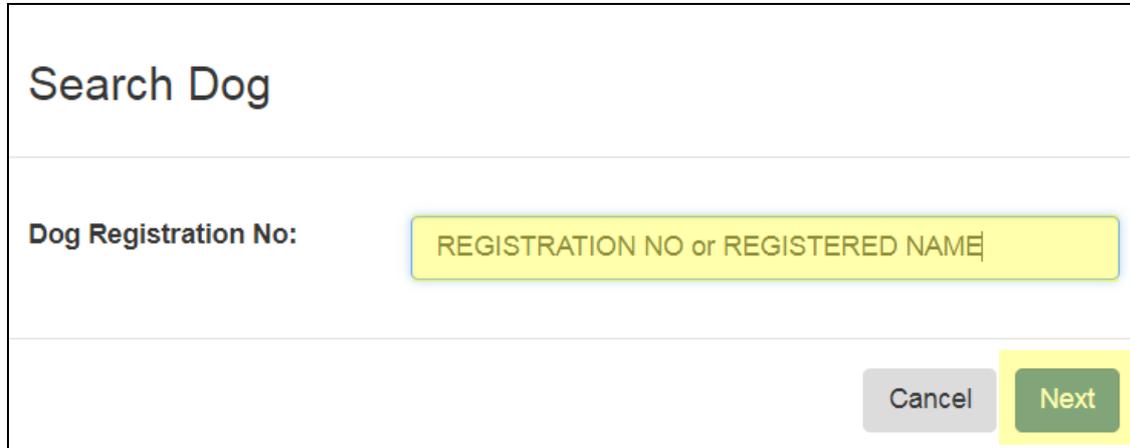
Search Dog

Dog Registration No:	REGISTRATION NO or REGISTERED NAME

Cancel   Next

Click <u>NEXT</u> once the dog you are entering appears.

All details will automatically appear in this screen, these details have been extracted from the ANKC Ltd database.
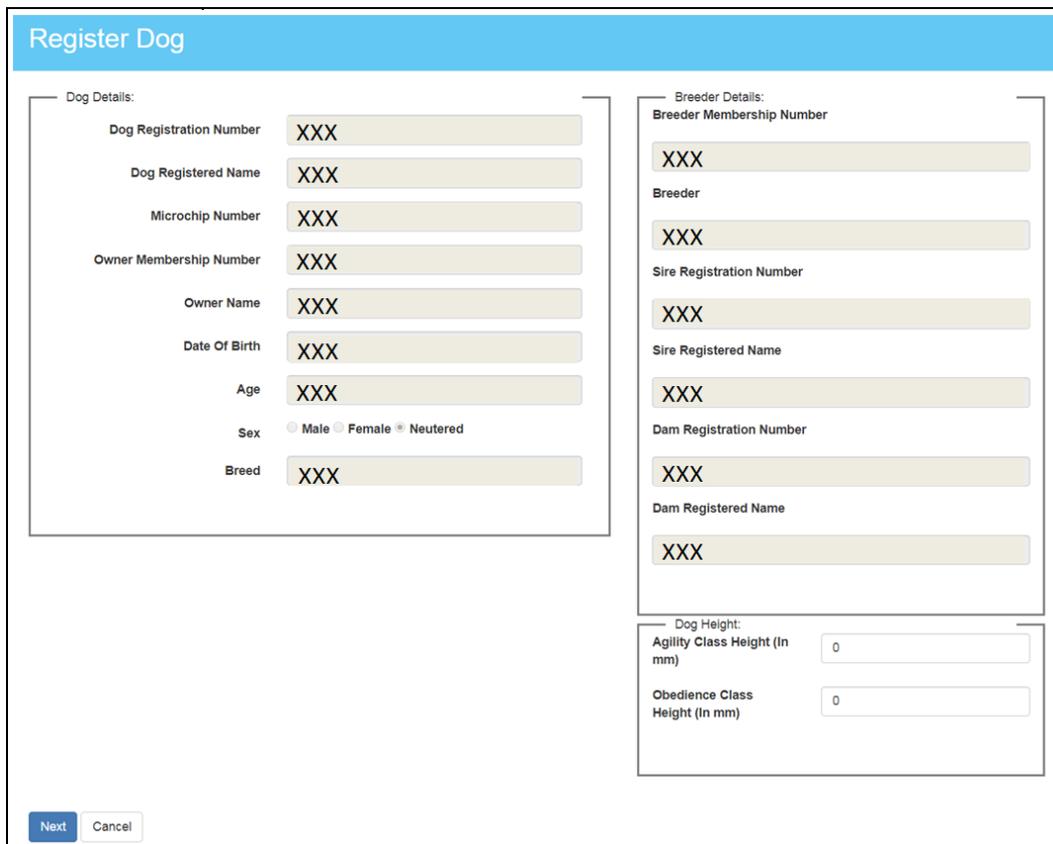
Register Dog

Dog Details:

Dog Registration Number	XXX
Dog Registered Name	XXX
Microchip Number	XXX
Owner Membership Number	XXX
Owner Name	XXX
Date Of Birth	XXX
Age	XXX
Sex	○ Male ○ Female ● Neutered
Breed	XXX

Breeder Details:

Breeder Membership Number
XXX

Breeder
XXX

Sire Registration Number
XXX

Sire Registered Name
XXX

Dam Registration Number
XXX

Dam Registered Name
XXX

Dog Height:

Agility Class Height (In mm)	0
Obedience Class Height (In mm)	0

Next   Cancel

SELECT CLASS TO BE ENTERED

Tick the Class and Sweepstakes Class you are wishing to enter the dog in.

If you want to add another dog to this Show, click "Add Another Dog"

Please note: If you want to enter the dog in more than __ONE__ general class and more than __ONE__ Special Class you will need to complete the transaction and repeat the step above.

Click next after the category/ies have been selected and you will be taken to the Pay For Event Screen.

PAYMENT SCREEN

Here you will have the option to enter multiple shows to your cart before submitting payment.

The payment page will be itemised displaying the fees applicable.

Please ensure you select the "Declaration Box" and also select the box if you require a catalogue, if a catalogue is selected the fees will be adjusted accordingly.

Pay For Event

EventID:	10			
Event:	Dogs NSW Complex Fundraising Committee			
Start At:	26/05/2018 10:42 AM			

Dog No.	Dog Name	# of Category	Categories/Class	Amount
	Dogs No & Name will appear here	2	10A Australian Bred Bitch,Non Champion Sweepstakes Bitch	$ 20.00
		Online Admin Fee Per Entry (2 Entry X $1.00)		$ 2.00
		Catalogue Fee		$ 5.00
		CC Charge (3 %)		$ 0.81
		Total Paid (Including GST)		$ 27.81

Declaration: ☑ I hereby certify that(please check box):

     1. The exhibit details above are correct and I apply to enter this exhibit in terms of and in the conditions set out in the State Controlling Bodies Constitution Rules and Regulations by which I agree to be found, and
     2. This exhibit has not within the said period of three months been in kennels affected with Distemper, Canine Hepatitis, Parvo Virus or any other contagious or infectious disease and is currently vaccinated in accordance with A.V.A. vaccination policies.

☑ CATALOGUE

*Note :-ONLY SELECT IF YOU WOULD LIKE TO PURCHASE CATALOGUE

[Enter More Shows] [Pay By Card] [Cancel]

Once Pay by Card is clicked you will be directed to a new page to enter your credit card details.

A copy of the receipt will then be forwarded to the email address that is registered on the ANKC Ltd Database.