Entry Instructions for Horseshowsonline.com

1. Click Login > Create New Account
   If you already have a login from entering other shows, you will use the same account to enter JHA shows. If you already have an account and nothing has changed in your profile, skip to step five.
2. Click the Online Show Entry tab > Proceed to online entry
3. Click the People tab.
   You will now create profiles for your rider(s), trainer & horse owner. If you are the horse owner and/or your child's trainer, just check those boxes in your own profile. Below is an example of how mine looks once setup.

4. Click the Horse tab.
   The only info you need to need to enter for our show is the horse's name. Setting up your profile is now complete. All of this info will be saved in your account. For all future entries you can skip to step five.
5. Click Show Selector on top row of tabs, then click the Upcoming Shows tab under the Show Selector heading. Start typing Jupiter in the search bar until our show(s) appear.
6. Double click on your desired show.
7. In the green box click Enter this show online.
8. You will now be in Step 1 Basic Info.
   Select your horse and sign in the top box. Make sure the people selected in

the bottom left box are correct. Check the box for your rider in the bottom right box.

9. You will now be in Step 2 Class Selection.

A couple reminders: Don't accidentally enter the Para divisions for Lead Line or Walk off Lead unless you are entering a disabled rider. If you are entering a S/L Stirrup, 2' or 2'3" Hunter division ONLY, don't forget to select your warmup class if you want it. The warmup classes are listed under the Equitation division class lists. Select class 34 for both S/L Stirrup divisions, class 41 for both 2' divisions and class 48 for both 2'3" divisions. For more info, please refer to the class descriptions link at the bottom of the Hunter page of our website.

https://www.jupiterhorsemensassoc.com/hunter-jumper

10.

You will now be in Step 3 Fees.

JHA requires a membership for ALL riders & trainers. Please select your desired membership level. Also, please remember to download and complete a membership form prior to arriving at the show.

https://www.jupiterhorsemensassoc.com/membership

11.

Confirm your entry and enter your credit info and you're all done. On show day you can pay with the credit card you entered, or also cash or check. In order to save time at registration, please download, print and sign your entry form. You will receive a confirmation email, then another when your entry is approved. Thank you and we'll see you at the show!