MAIN-EVENTS brings you ... peace of mind

Ever arrived at the show to find the secretary didn't get your late entries or scratchings? ☺

We have the answer! The Main-Events *Late Entry Form* is going online for the

Larsen Sawmilling North Island Jumping & Show Hunter Championships!

We are making it really easy for you to scratch classes, swap classes or even scratch from the show and ask for refunds on yards, levies and ground fees. One place and in a format the show secretary can't lose or overlook!

Using the same online entry process that you are used to, you can make your changes, get a copy emailed to you and confirm the changes at any time under your MY MAIN-EVENTS profile area. Stewards can also check the changes and late entries ringside too.

You can do it from your mobile phone or tablet at any time.

Here is how it works

ADDITIONAL ENTRIES FOR HORSE ALREADY ENTERED

Go through the category **Showjumping Competition** as per normal. New class entries for an existing horse are made the usual way by entering online again. Your entries will appear automatically in the class lists.

As the ground fee, jumping fee and catalogue are compulsory, and you will be charged again for them, you should put 1 in the QTY of the **2nd Entry Same Horse Refund** as shown below which deducts the $40.

Fees for SHOWJUMPING COMPETITORS

Name	Description	Price	QTY	EL
☀ Facility Fee (FF)	COMPULSORY	$30.00 per horse 4 days	1	—
☀ Compulsory Catalogue (CAT)	COMPULSORY. Contains messages from our VIP sponsors.	$5.00 each	1	—
☀ Jumping Levy (JL)	COMPULSORY.	$5.00 per horse/pony	1	—
2ND ENTRY SAME HORSE REFUND (REF2)	Ground fee, jumping fee & catalogue are compulsory for showjumpers SO if this is 2nd entry for same horse use this to subtract from that total.	-$40.00 per equine	1	—

SWAPPING CLASSES - SAME HORSE

Go straight to the category **Scratchings and Class Swaps**. Pick the horse and the rider. In **Competitor Information** that appears, type in information you would normally put on a *Late Entry Form*. The classes you are scratching from as numbers <u>separated by commas</u> – eg 1, 3 and then classes you are going into using the same format – eg 2, 4, 6. If you enter more classes than you swap from - one class will have late fees added.

Crusader LS (Horse/Pony)

	Name	Value
✏	✳ Scratch from classes ❓	1, 3
✏	Swap to classes ❓	2, 4, 6
✏	Notes - eg refunds to be applied? ❓	n/a
✏	Upload VET or DR certificate ❓	

Rupert Vallance (Rider)

	Name	Value
✏	✳ Rider still competing at show? ❓	✓

Continue - Select Classes ▶

CONTINUE on with the online entry until complete and don't forget under fees to apply the ***REFUND FOR 2ND ENTRY SAME HORSE*** (as above).

SCRATCHING SOME CLASSES

Go straight to the category **Scratchings and Class Swaps** and go from there. Same process but you leave the *SWAP TO* blank. You can add a note if you want but this is not required. It will be public in class lists so watch what you say.

Crusader LS (Horse/Pony)

	Name	Value
✏	✳ Scratch from classes ❓	1, 3
✏	Swap to classes ❓	
✏	Notes - eg refunds to be applied? ❓	Horse injured overnight.
✏	Upload VET or DR certificate ❓	

Rupert Vallance (Rider)

	Name	Value
✏	✳ Rider still competing at show? ❓	✓

Continue - Select Classes ▶

SCRATCHING ONE HORSE FROM THE SHOW

Go through the category **Scratchings and Class Swaps**.

Same process as above but instead of individual classes, type in _Whole Show_ and be sure to add in that you would like refunds of ground levies, stabling and any other fees related to the horse.

Crusader LS (Horse/Pony)

	Name	Value
✏	☀ Scratch from classes ❓	Whole show
✏	Swap to classes ❓	.
✏	Notes - eg refunds to be applied? ❓	1 yard, ground fee and jumping levy
✏	Upload VET or DR certificate ❓	

Rupert Vallance (Rider)

	Name	Value
✏	☀ Rider still competing at show? ❓	⊘

Continue - Select Classes ▶

SCRATCH MULTIPLE HORSES FROM SHOW?

Go through the category **Scratchings and Class Swaps**.

Pick any horse & rider already entered but under **Scratch from classes**, put in something obvious like "_All horses from show_." Don't forget to apply for refunds of yards, ground fees etc. under the NOTES.

SWAPPING ONE HORSE FOR ANOTHER

First, enter the new horse online into classes the usual way online so that registration numbers and related information is on record for the horse and rider. This would include entering them in the classes.

Crusader LS (Horse/Pony)

	Name	Value
✏	☀ Scratch from classes ❓	Whole show
✏	Swap to classes ❓	Swap to Lady Luck in classes 2, 4, 6
✏	Notes - eg refunds to be applied? ❓	Horse injured overnight.
✏	Upload VET or DR certificate ❓	Scan Vet Certificate - Crusader.png

Rupert Vallance (Rider)

	Name	Value
✏	☀ Rider still competing at show? ❓	⊘

Continue - Select Classes ▶

Then go through the category **Scratchings and Class Swaps** selecting the _scratched_ horse, type in the scratched classes or _whole show_ and under **Swap to Classes** put in the name of the **new horse** and **new rider (if applicable)** that is competing in its place. The secretary will match them up. Remember both horses must already be in the system and the horse being scratched is the horse name in red at the top of the form.

So what happens next?

You get an email confirmation of your class changes. You can also view it under your MY MAIN-EVENTS profile area where you can see all your online entries. Click on the blue magnifying class (circled below in red) to view the Competitor Info that is the scratching information.

You can also view it under the category **Scratching and Class Swaps** like a class list from the show page on Main-Events.com.

The show secretary will then get all rider changes with the next download from Main-Events which is imported into the _Main-Events Just Equestrian_ program for updating through the software.

Depending on show policy, you may get be sent a revised *Record of Entries* but otherwise you will be able to see the changes online once the updated data is uploaded back to the show on Main-Events.com by the secretary.

This is a fairly new process ...

We are keen to see how it works out for you at the 3 to 5 shows selected to trial it this season.

If you have any issues, get back to anne@main-events.co.nz with your problems or with other ideas you may have to make this work better.

Longer term we will look at letting you scratch directly from classes but as there is so much human element in the decision making process around class changes at the moment ... we think this is the ideal solution! One step at a time.

Give it a go and send us your feedback!