



## **On-Line Entry Information**

### **[www.canadiansupreme.com](http://www.canadiansupreme.com)**

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#### **Entry Deadlines**

Entries may be made on-line, by fax, by mail or by e-mail.

The Entry deadline for all classes is received in the office by September 7th. Each entry received after September 7th and before September 12th will be assessed a \$200 late penalty. No entries will be accepted after September 12th.

Denied credit cards and returned cheques will not be considered timely payment and late fees will apply. Faxed entries will only be accepted with complete Credit Card payment information. For an entry to be officially accepted, payment and all paperwork must be received by the entry deadline. Failure to adhere to these deadlines will result in late penalties or rejection of your entry.

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#### **Paperwork Requirements**

Paperwork may be sent electronically, by fax, by mail or by e-mail.

For an entry to be officially accepted payment and all paperwork must be received by the entry deadline as stated in the entry deadline section.

- For All Classes - A copy of the horse's registration papers
  - For Cutting Classes - A copy of the owner and rider's NCHA membership
  - For Reining Classes - A copy of the owner and rider's NRHA membership
  - For Reining Classes - A copy of the horse's NRHA Competition License
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#### **On-Line Entries**

To enter the Canadian Supreme On-Line Entries, you will need a user name and password. Please note that it is possible for you to have more than one user name and password. For example: if you own horses in your name alone, you own other horses in a ranch name, and you own other horses jointly with someone else - you will have a separate user name and password for each account. Please send an e-mail to [webmaster@canadiansupreme.com](mailto:webmaster@canadiansupreme.com) with your name(s) and request a user name and password. You will receive a reply within 24 hours.

When entering horses into classes make sure the user name is the owner of the horse as shown on the registration papers.

If you are paying your entries by cheque, your entry will not be processed until your payment has been received, so make sure you consider the entry deadline when choosing this option.

# On-Line Entries

## Step One - On-Line Entries

Go to [www.canadiansupreme.com](http://www.canadiansupreme.com).

Mouse over Entries and click on On-Line Entries. This will take you to the login page.

Click here on the On-Line Entries link.



## Step Two - IWP

You will see the Instant Web Publishing page with a link to the Canadian Supreme database.

Click here on the link.



## Step Three - Database

To enter the database enter account name: csweb and the password: csweb here.

Click "Login".

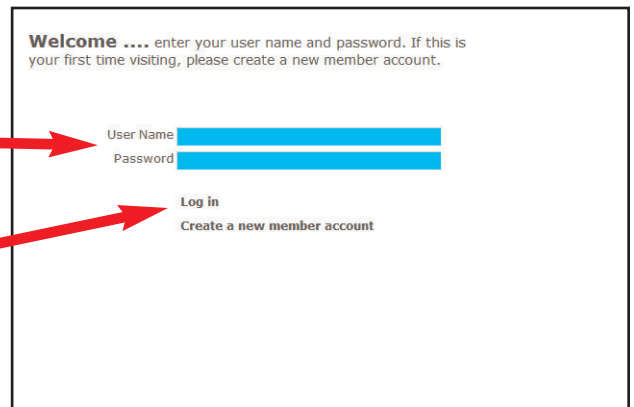


## Step Four - Your Record

To enter your record enter your user name and password here:

If you do not have a user name and password please e-mail [webmaster@canadiansupreme.com](mailto:webmaster@canadiansupreme.com) to request one.

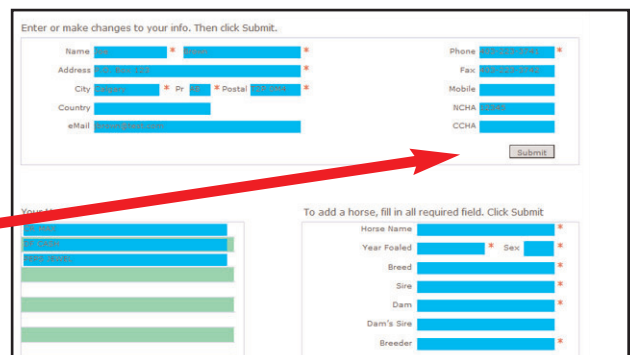
Click "Log In".



## Step Five - Membership

If your contact information is correct proceed to Step Six.

If your contact information is incorrect, make the necessary changes and click "Submit".



# On-Line Entries

## Step Six - Horses

Here is a list of your horses in the database.

If you need to add horses to the list enter the information from the horse's certificate of registration here and click "Submit".

Continue adding horses until all the horses you are going to enter are shown.

If all the horses you are going to enter are listed click "Enter Classes" and proceed to Step Seven.

Enter or make changes to your info. Then click Submit.

Name \* Address \* City \* Postal \* Country \* eMail \* Phone \* Fax \* Mobile \* NCHA \* CCHA

Your Horses

To add a horse, fill in all required field. Click Submit

Horse Name \* Year Foaled \* Sex \* Breed \* Sire \* Dam \* Dam's Sire \* Breeder \* Breeder Address

Submit

Summarize All Enter Classes

## Step Seven - Entries

You are now ready to begin entering horses in the classes.

Find the name of one of the horses you are entering and click on the horse name.

The horse name will appear in the lower section. Enter the rider info and select the class you are entering, click "Submit".

Repeat this step until all horses are entered.

Click "Continue".

Click the horse you want to enter in a class.

CR MAX

OF CASH

Select the Class you want and enter a rider, then click Submit.

Horse	Rider Name	NCHA	City	Pro	Class
	Joe Brown		Calgary	AB	Non-Pro Derby Cutting - 4 Year Olds

Submit Delete

Continue

## Step Eight - Other Fees

Enter other fees: stalls, paid warm-ups, here.

Click "calculate".

Enter preferred warm-up time, stable with, etc.

Select your method of payment, by cheque or by credit card.

If paying by credit card, enter credit card information.

Click "Finalize Transaction".

By entering the on-line entry area you agree to the following disclaimer: I hereby make the following entry subject to the 2007 Canadian Supreme rules. The Canadian Supreme will not be responsible or liable for any loss, damage or injury to a competitor, animal or property.

Declaration for all Non Pro entries: I hereby enter the Non Pro division(s) and attest that I am a Non Pro as defined by the NCHA (for cutting competitors), or by the ARCHA (for cow horse competitors), or by the Canadian Supreme Non Pro Declaration (for reining competitors).

Enter the show requirements.

Item	Amount	Qty	Totals
Stall Fee	100.00		0.00
Warmup Fee	25.00		0.00
Total Class Fees			870.00
Total Fees			870.00
Total GST			8.49
AMOUNT OWING			870.00

Select payment method. Enter the Credit Card information, ( if applicable ) then click Finalize Transaction.

Card Holder \* Paid by: Cheque \* Expiry Month \* Expiry Year \* Card Type \* Card # \* FINALIZE TRANSACTION

# On-Line Entries

## Step Nine - Summary

You will now be at the Transaction Summary Page.

Your entries have been submitted to the Canadian Supreme and will be processed once payment and all required documentation are received.

Print the summary for your files.

Please Note: For an entry to be officially accepted payment and all paperwork must be received by the entry deadline as stated in the entry deadline section.

To logout, close your internet browser.

2007 Aug 25 7:15 AM

**Canadian Supreme**  
550, 717 - 7th Avenue S.W.  
Calgary, AB  
T2P 0Z3  
Phone: 403.313.8673  
Fax: 403.313.8601  
www.canadiansupreme.com

Joe Brown  
P.O. Box 123  
Calgary, AB  
T2P 0M4

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**Transaction Summary**

Horse	Class	Rider	Entry Fee
CR MAX	Non Pro Derby Cutting - 4 Year	Joe Brown	870.00

By entering the on-line entry area you agree to the following disclaimer: I hereby make the following entry subject to the 2007 Canadian Supreme rules. The Canadian Supreme will not be responsible or liable for any loss, damage or injury to a competitor, animal or property.  
Declaration for all Non Pro entries: I hereby enter the Non Pro division(s) and attest that I am a Non Pro as defined by the NCHA (for cutting competitors), or by the ARCHA (for cow horse competitors), or by the Canadian Supreme Non Pro Declaration (for reining competitors).

Stall Fee	100.00	Qty	1	Stall	100.00
Warmup Fee	25.00	Qty		Warmup	0.00
Warmup					
Stable	Joe Brown				

Payment Method:

Total Entry	870.00
Fee Other	100.00
<b>TOTAL</b>	<b>970.00</b>

## Entry Status

At any time you may login to the site and check the status of your entries.

Once you've logged in click "Summarize All Entries".

You will be at the Show Entry Summary.

Once we have received your payment and all required documentation this status will be updated to "Entry Complete".

If any documentation, payment, etc. is not received it will be listed here.

2007 Aug 25 7:15 AM

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Joe Brown  
P.O. Box 123  
Calgary, AB  
T2P 0M4

Entry Incomplete:  
- Payment Outstanding  
- Certificate of Registration not Received

**Show Entry Summary**

Horse	Class Name	Comp#	Rider	Entry Fee
CR MAX	Non Pro Derby Cutting - 4 Year		Joe Brown	870.00

Stall Qty	1	Stall Total	100.00	Total Entry Fees	870.00
Warmup Qty		Warmup Total	0.00	Total Other Fees	100.00
Penalty Qty		Penalty Total	0.00	Amount Paid	
Sub'n Qty		Sub'n Total	0.00	<b>AMOUNT Due</b>	<b>970.00</b>

### Canadian Supreme Privacy Policy

Personal information you provide to the Canadian Supreme will not be used for purposes other than those related to the Canadian Supreme. Your information will be handled with respect, and will not be sold, given away, or provided to parties outside the Canadian Supreme without your consent, unless the law requires that it be shared.

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Fax: (403) 313-8601

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