HOW TO PLACE YOUR SHOW ENTRY ONLINE

https://showday.online/show/toodyay

ONE TIME ONLY – create your account & profile

ACCOUNT – Your Details

🖱 Click `CREATE AN ACCOUNT` (top right of screen) to type in your:
- Email Address
- Password + Confirm Password
- First Name + Last Name
- Country
- Postal Address (not street address)
- City + Postcode
- Mobile Number

🖱 Click `CREATE AN ACCOUNT` to submit your information

👉 Check your inbox for a registration confirmation; if it's not there, look in your junk or spam folder. If you still don't receive it, repeat the registration process and ensure your email address is correct.

Now you have an account you can login anytime using your email address and password. If you forget your password, simply use the "Reset your Password" option on the login screen.

PROFILE – Add in Entrant/s Details

🖱 Click `MY ACCOUNT` (top right of screen)

🖱 Click `ENTRANTS` (second tab across)

🖱 Click `ADD NEW ENTRANT`

   Just enter your name, no other details required

🖱 Click `ADD NEW ENTRANT` to submit your information

   You can add more entrants to your account; if they have different phone and mailing address details please complete all boxes.

📌 You can paste https://showday.online/show/toodyay into the address bar to head straight to the Toodyay Show entry page.

NOW YOU'RE READY TO ENTER!

🖱 Click `PLACE AN ENTRY` (top left of screen)

🖱 Click `SELECT INDIVIDUAL ENTRY`

   Group entry + No classes required are not available

🖱 Select Entrant from the dropdown menu

🖱 Select Exhibit Type from the dropdown menu

🖱 Click Pavilion/Indoor/Display *(for Exhibition Halls)* or
   Horses & Cattle *(for Cattle only)* or
   Farm Animals *(for Sheep & Poultry)*

🖱 Click `SELECT CLASSES` (to right)

🖱 Select the Section you would like to enter from the dropdown menu

👉 Read the Section notes, then tick the box at the bottom to accept them

🖱 Click the **+** sign to expand the Section, select all classes you wish to enter

   Increase QTY counter for number of entries

   To enter more classes click `ADD ANOTHER ENTRANT` *(means entry)* and repeat the above steps

🖱 Click `FINISHED ADDING CLASSES` when you are done

🖱 Click `FINISHED ADDING EXTRAS` *(there aren't any!)*

🖱 Click `FINISHED MEMBERSHIPS` *(not being offered online)*

🖱 Select Tickets if you would like to buy some

🖱 Click `FINISHED TICKETS`

✓ Tick to agree to Showdayonline Terms and Conditions

🖱 Click `PAY NOW` to send your order through for processing

👉 Check your email inbox for Electronic Funds Transfer payment details