

# 2024 Online Entries for Obedience and Rally

By popular demand, we will accept online entries for obedience and rally, with payment through PayPal. The form can be completed and submitted using your computer, tablet or smartphone.

## HOW TO ACCESS THE ONLINE ENTRY FORM

In your web browser, go to <https://bit.ly/3TBPUHC>

Click the button labeled **Start Filling** to open the form. (*NOTE: The form will be available when entries open on April 8, 2024, 8am*)

## COMPLETING THE FORM

The online form is divided into collapsible sections. To view and complete a section, click the section heading. Enter the information as you would for a paper entry form. An expanded section will automatically collapse when you click on another section heading.

Required fields (information) are marked with a red asterisk (\*).

### Owner and Handler Info

Enter the name(s) and contact information for the dog's owner(s). If a person other than an owner will show the dog, provide that name in the **NAME OF AGENT/HANDLER AT SHOW** box.

### Junior Handlers

If are a junior will be handling the entered dog, click the **Yes** radio button. Note that you will then be required to provide the Junior Handler Name and AKC Junior Handler Number.

Entry fees for Juniors are automatically adjusted to apply the 50% discount.

### Dog Info

Enter your dog's AKC registration information.

If your dog is listed with AKC's Canine Partners Program, enter All American as the Breed and enter the dog's AKC Number in the AKC Number box.

## OBEDIENCE ENTRIES

If you are entering an obedience class with jumps, provide your dog's jump height (inches).

The form allows you to enter up to four (4) obedience classes for each trial. Click on the name of each class you wish to enter. To change your selection, just click another one. To clear the selection in a box, click "select class" at the top of the list.

## **RALLY ENTRIES**

If you are entering a rally class with jumps, select your dog's jump height (inches) from the drop-down list.

The form allows you to enter up to four (4) rally classes for each trial. Click on the name of each class you wish to enter. To change your selection, just click another one. To clear the selection in a box, click "select class" at the top of the list.

## **REVIEW AND PAY**

### **Entry Fees**

The online form automatically calculates entry fees. Total entry fees for Obedience and Rally are displayed.

### **Additional Fees**

A \$3.00 Processing Fee per dog per event is automatically added to your total fees. Rally and Obedience are separate events.

EXAMPLE 1: You enter Obedience on Friday, Saturday and Sunday (3 events). The total processing fee would be \$3.00/trial x 3 events = \$9.00

EXAMPLE 2: You enter Obedience and Rally on Saturday (2 events). The total processing fee would be \$3.00/trial x 2 events = \$6.00

### **Review and Pay**

Review the AGREEMENT (from the AKC entry form). Enter your telephone number and email address.

### **Pay Entry Fees**

In order to complete your online entry, you need to submit payment for your entry fees, the amount shown in the Total Fees box. Enter this value in the **Pay Entry Fees** box. You have the option of paying directly with a credit card or paying through PayPal.

### **Preview Completed Form and Submit**

If you would like to Preview a PDF of your entry form, click the Preview PDF button.

To complete your submission, Click the red Submit button. A PayPal login window will display. Login to your account to complete your payment.

To return to the form, click Return to Merchant.

### **Thank-You Page**

A copy of the completed entry form will be automatically emailed to the address you entered when completing the form. You have the option to enter another dog. The form will open again with certain fields pre-filled (eg, owner, address, etc.).

### **Email Confirmations**

You will receive an automatic email confirmation from Jotform with a PDF of your entry attached. You will also receive an email from PayPal confirming payment of your entry fees.

## **COMMENTS OR QUESTIONS?**

Send email to [hrkc.aro.entries@gmail.com](mailto:hrkc.aro.entries@gmail.com)