

Entry Form On Line Instructions for First Time **(suggestion to print this before you register first time)**

Instructions:

Go to www.ahsra03.com website – [Entry Forms tab](#)
Click on HS or JH on-line entry form

It will take you to Equest Events page – click on – **Register Now**

First time only – you will need to click on **Becoming a New Member**
(type in same credentials you used with membership login)

Follow those instructions to receive the email to confirm your account and **Retrieve Your Data** to Link your profile from NHSRA. Once you **Retrieve Your Data** you will be forwarded to your Equestevent profile where Arkansas Events are listed. Choose your event and click **Register Now**.

- ON-Line Entry forms are a separate chapter to this program so you will need to register as a NEW MEMBER, but with the same credentials as membership. This process will tie your two accounts together. You will only have to do this the first time – afterwards it will automatically recognize your account for both.
- If you have forgotten your Username, contact me and I can help you with that. I will not know your password but you would be able to change that part if needed.
- Each rodeo home page will have Due Date, when Late Fees start, and Date Booked are Closed. System will not let you register once books are closed.

You will then always log in after this as Already a member.

Keep your username and password in a safe place for easy reference!

You will need this to enter for each rodeo!

Follow entry form guidelines to click on events.

After clicking on events you wish to enter this will take you to shopping cart to check out.

Payment Options: Choose Credit Card or Mail in Payment using drop down arrows under “Payment Information”

Credit Card – fill in – card number, expiration date, CVC code and zip code – **OR** -

Mail in – (this will give you a PDF document receipt to print in your download file)

Once you have completed your entries and processed the shopping cart you cannot go-back to make changes.

Return to the AHSRA website for Stalls/RV listings for each rodeo – print each form and mail in to appropriate host committee on that form. These must be paid with check or money order when mailed in.

Contact me if you have a log-in problem. Do not call national office, this is separate from membership:
Anita – Call/Text 870-510-4180 or Email kerryacres3@windstream.net