

HELP ON REGISTERING :

1. Complete address and contact phone numbers – type something in each box – **type first name in full** (ie not just an initial):

Your Details

* required

Firstname *

Surname *

Address 1 *

Address 2

Town *

County

Post Code *

2. In this next box – click in the box where it says Midlands, a drop down menu will appear – **move cursor down to the line that reflects your area and CLICK on your area** (it is Obedience Liaison Council area) – if in doubt look at each AREA LEAGUE on the website, each area lists the counties covered – choose the area according to the area that shows your county:

Click and Select your Area *

3. In next box type in your email address (**this will be your site log in name in future**) please do not use the space bar after typing the email address (ie no blank space after the email) – also add in your contact phone numbers:

Email Address *

Telephone Number

Mobile Number

4. In this box create your password : note the special requirements of things to include in it – please make a note of this password as you will need it with your email address to log in to add your results.

Password must be 8 or more characters and include AT LEAST: **1 lower case letter, 1 upper case letter, 1 number and 1 special character** from this list: **! @ # \$ % * ?**

Password must be 8 or more characters, include at least 1 lower case letter, 1 upper case letter, 1 number and 1 special character !@# \$%*?

Password *

Confirm Password *

5. Next you need to **enter your dog details** – please **have your Kennel Club Registration to hand**, you will need your dogs registered name and registration number – please type the breed type in full (ie German Shepherd NOT GSD, etc)

Select additional Leagues by clicking ONCE in the small square box beside the League you would like to be part of
You do NOT select your Class League on this form – that is done each time you enter a show result for your dog.

Class & League Entry - First Dog

Kennel Club Registered Name *

Kennel Club Registered No *

Breed *

6. Select additional Leagues by **clicking ONCE in the small square box beside the League** you would like to be part of
You do NOT select your Class League on this form – that is done each time you enter a show result for your dog.

Select Additional Leagues you wish to enter - please note that each league incurs an additional fee

- ABC League
- Border Collie League
- Crossbreed League
- Gundog League
- Hound & Lurcher League
- Rescue League
- Spaniel League
- Terrier League
- Toy & Small Dog League
- Working Sheepdog League

7. In this next box – **click in the box where it says select**, a drop down menu will appear – if you see your Club name in the list then **move cursor down to the line that states your Club name and CLICK on that once:**

Club

If your Club is not listed - please make you club aware of this site as they may like to join.

8. **REPEAT ABOVE 3 STAGES FOR EACH DOG YOU WISH TO REGISTER** (always select additional leagues and Club relevant to each dog registered)

9. Then to finalise registration – **type the number shown in the image into the box below** it and ensure you **click on the box that says 'Register'** (not doing this will result in your registration failing) :



Please prove you are not a robot, enter the number shown on the image

Register

If you make a mistake you should see a message appear at the top of the screen saying where you made a mistake.
You will have to start the whole form again if you make a mistake.

If you complete the form successfully a message should appear with details of how much and how to pay.

Payment is by cheque or postal order only payable to and sent to:
S BUDGEN, 38 Copse Close, East Grinstead, West Sussex RH19 3EF