

ENTERING GCCFSA SHOWS ONLINE

This year, we are excited to announce that entries to the Show will be online.

For those unfamiliar with Catshowsonline.com, and as a refresher for those who have used the system before, here are instructions on how to enter.

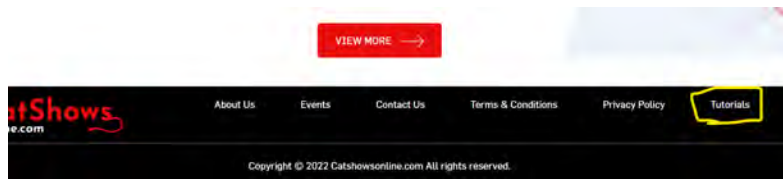
Before Entering:

- To enter the show, you will need a PC or Tablet – Mobile phones work as well, however the text can be quite small!! The best experience is on a PC.
- Catshowsonline.com utilises online payments, so you will require either a Credit or Debit Card to pay for your entry. Cash on the day and Direct Debit is not available for this show.

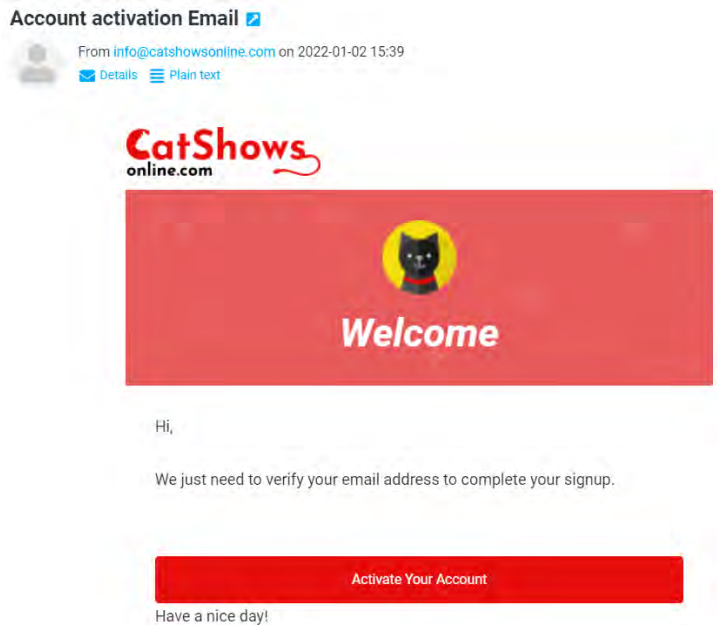
Registering and setting up “My Cats”:

Prior to entering a show, you need to create an online profile in Catshowsonline.com and then add your cats and kittens to the profile.

Please note Instructional videos can be found in the “Tutorials” link at the bottom of the website.



- ✔ Navigate to www.catshowsonline.com and select the “Sign Up” button.
- ✔ Enter your email address and select your ACF affiliated council – for exhibitors registered with other cat associations, please select the “OTHER – all other non ACF organisations” option.
- ✔ Select a password then re-enter the password.
- ✔ Click the “Sign Up” button.
- ✔ **You will shortly receive an email to the address you have specified that will assist with the rest of the registration it will look like this:**



- ✔ Click on the “Activate your account” button and you will be taken to an activation wizard.

Basic Info ▶
Enter your basic information like name, contact, email.

First Name* Last Name* Mobile Number*

Email*
invoice@catshowsonline.com State*

Affiliate Council*
Select Affiliate

NEXT

- ✔ Fill out all details and then select “Next”
- ✔ Upload a profile picture and then select “Next”
- ✔ Select the “MyCats” Button and have your pedigrees and vaccination certificates ready.
- ✔ Select the “Add cat” button and the “Add/Edit Cat” wizard will start.

ADD CAT
Your saved or added cat will be visible in the "My Cats" menu.

Basic Information Upload Documents Other Information

Cat Info ▶
Enter your cat or kitten information:

Registration No.* For pending kittens Or Compagnons: Please check the box then select their sex options.

Sex* Date of Birth*

Title

Name on Pedigree*

Sire* Dam* Breeder*

NEXT

- ✔ Add your cats' details:
 - ✔ Registration Number,
 - ✔ Sex, (Male, Female, Male Desexed = Neuter, Female Desexed = Spay)
 - ✔ Date Of Birth, (Click on the Month and year to change years/months)
 - ✔ Title – Exactly as per the Pedigree
 - ✔ Name, - Exactly as per the pedigree
 - ✔ Sire, (Please Omit Titles – Prefix and Name only)
 - ✔ Dam, (Please Omit Titles – Prefix and Name only)
 - ✔ Breeder – Exactly as per the Pedigree
 - ✔ Select “Next”


- ☛ You will now be presented with the Upload screen. Here you upload a scanned copy of the cat's pedigree and latest vaccination certificate.
- ☛ Click on "Select File" to upload.
- ☛ Once Uploaded, Select "Next"

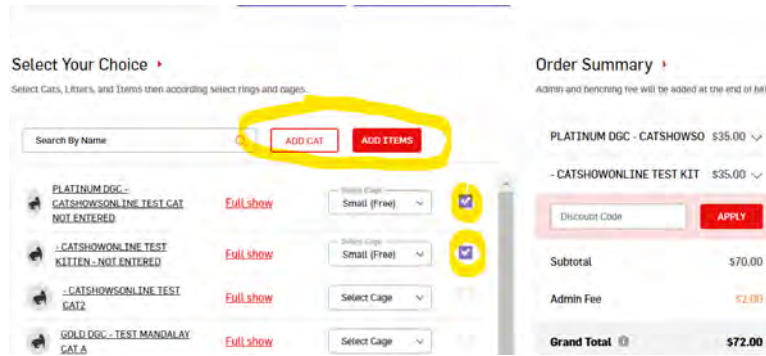
- ☛ The final screen you will be asked to complete is the Breed and colour screen.
- ☛ First complete the "Higher Status" field – **for GCCFSA please select "None"**
- ☛ Select your Cat's Breed. You can either type in the breed or scroll through the drop-down list. Then select your cats colour, once again you can type the colour.

- ☛ *If you have selected the wrong Breed or Colour, then to reset the screen, select another Breed of cat then select the correct one again. Or contact the show secretary if you are having difficulties.*
- ☛ Click "Save & Proceed"
- ☛ You should now be back in the "My Cats" page and your Cat should now appear.
- ☛ Repeat the "Add Cat" process for all cats to be entered
- ☛ Congratulations - You Are now ready to enter the show.

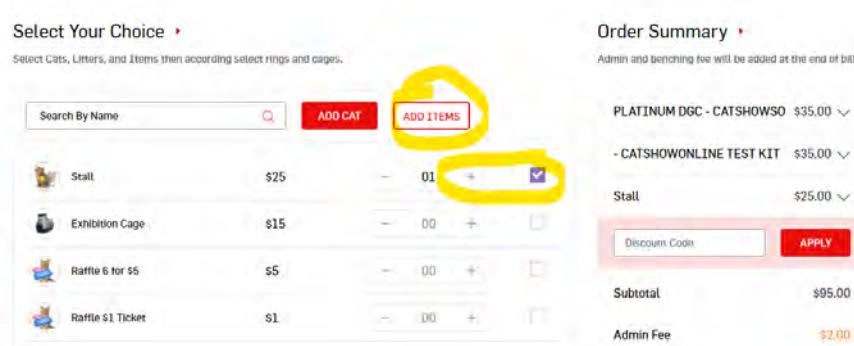
ENTERING THE SHOW

Now, with your profile set up, you are ready to enter the show.

- Return to the Home Page by clicking on the  logo at the top of any screen and select the “Enter Now” button associated to the Show that you are entering.
- Review the information regarding the show, then click “Enter Now”
- The Entry page is sorted into 2 sections – Add Cat and Add Items

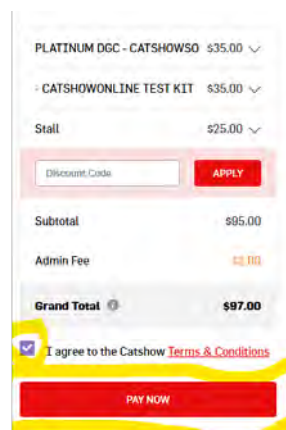


- Select the checkbox next to the cat’s name and then select the Cage Size or Hire a cage (Small Hire Cages only)
- Now Click on “Add Items”



**Please note Prices and Products displayed in the images are not accurate and are for example only.*

- Select the required products e.g., Catalogue.

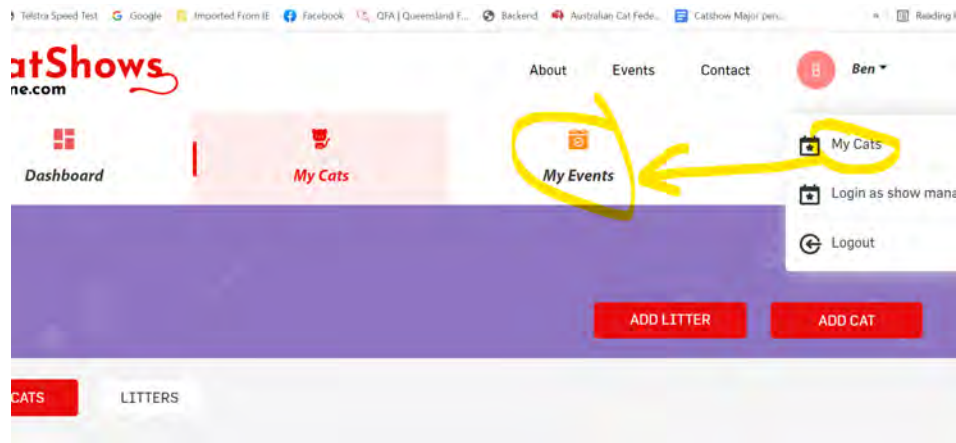


- Check your order then once satisfied, click the “Pay Now” Button.
- On the next screen, click on the words “Pay with your card”

PAY WITH YOUR CARD

PAYING FOR THE SHOW:

- 👉 You will now be taken away from the Catshowsonline.com website and to the Bendigo Bank Credit card payment portal. All major Credit Cards and Debit/Eftpos Cards are accepted.
- 👉 Once you have paid, please wait for the site to automatically return to the Catshowsonline.com website.
- 👉 Congratulations! You are now entered.
- 👉 To review your order, select your name in the top right corner of the website and select “MyCats” then click on the “My Events” button. This will give you details of your entry.



- 👉 You ***MUST*** confirm that this information is correct as it will determine how your cat is classed and entered. This information will not be changed on the day of the show so problems and changes will need to be fixed prior.

* Date of Birth Defines a Kitten or Adult Class - check the Show Schedule for kitten dates and ages.

- 👉 Just follow the “Registration” Process and skip the “Add Cat” section.
- 👉 Once Registered and Logged in, you can order to your requirements in the “Add Items” section on the checkout and pay as per the above process.

GOOD LUCK!