

How to VOLUNTEER for a show job with Main-Events.com

A number of shows are implementing their show volunteer program as part of the online entry process with Main-Events.com. The advantage of this for the rider is that the sooner you get your entry in, the better the chances of getting a job you like – eg writing for a judge as opposed to picking up poos in the ring. Well ... maybe you like picking up poos! 😊

1. Enter your horse/s into their classes as you would normally do.
2. Once they are in, instead of clicking on the GREEN button to confirm this entry and continue to next step (fees), click on the BLUE button to Confirm this entry and add another.

+ Confirm this entry and add another

Confirm this entry and continue to next step (fees) ▶

3. Select the category VOLUNTEER JOBS (131 classes/jobs).

Step 1: Class registration

Adding class entries is an easy 5 part process - select category, select competitors, enter competitor information, select classes, and confirm.

Part 1: Select Category

Showjumping & Show Hunters (115 classes)

Volunteer Jobs (131 classes)

4. Select yourself as the RIDER and then select the VOLUNTEER. It is likely this will be blank if you haven't used Main-Events yet to select volunteer jobs. So click on the BLUE button Add a new ENTRY. Even if you are the volunteer, you will have to add YOUR NAME as a new volunteer. Otherwise enter you mother, father, husband or friend as the "entry" who is your nominated volunteer.

Part 2: Select Competitors

The table below shows the different competitors that are required to enter classes for in the Volunteer Jobs category.

Use the drop down lists to select which competitors you want to enter.

Rider	<input type="text" value="Rupert Vallance"/>	<input type="button" value="+ Add a new Rider"/>
Volunteer	<input type="text" value="Elizabeth Martin"/>	<input type="button" value="+ Add a new Entry"/>
<input type="button" value="Continue - Add/Edit Competitor Info ▶"/>		

5. In the next step, enter the email and phone details for the Volunteer so the show can get in touch with them. If you are the volunteer and the rider, could you still please enter the information here so admin can produce a list of volunteers with this same data field for followup.

Part 3: Competitor Information

Below are the various competitors you have selected for online entry. You must enter all the required information before you can continue and select the classes you want to enter.

* denotes a required field.

Anne Vallance (Rider)

Name	Value
* ESNZ Membership Number	123456

Elizabeth Martin (Volunteer)

Name	Value
* Volunteer Email and Mobile	liz@email.co.nz Ph 03 123 4567 or 027 123 4567

Continue - Select Classes ▶

- Once that is done, click on the GREEN button Continue – Select Classes. In this step, all the volunteer jobs are a given “class that you enter”. If you look on the far right, you will see the EL column (Entry Limit) which will show which jobs are still available. In the pic below, there are two jobs and at least one is still open to pick. If a job has been filled, then you will see a small warning symbol saying that “class” is full and you can’t choose it. Hence the advantage of getting in early with your preferences!

Step 1: Class registration

Adding class entries is an easy 5 part process - select category, select competitors, enter competitor information, select classes, and confirm.

Part 4: Select classes

Name	Ring	When	Descr	EL	EF
<input checked="" type="checkbox"/> 300 - Friday Writers SJ 8.00am-12.00pm Ring 1	Goldengrove Stud Arena	08:00 am		2 (OPEN)	\$0.00
<input type="checkbox"/> 301 - Friday Writers SJ 8.00am-12.00pm Ring 2	Ring 2	08:00 am		2 (OPEN)	\$0.00
<input type="checkbox"/> 302 - Friday Writers SJ 12.00pm-finish Ring 1	Goldengrove Stud Arena	12:00 pm		2 (OPEN)	\$0.00

- You can select more than one job if you want ... but once you have chosen your job/s then click on the GREEN button to continue to the next step..

Part 5: Entry Summary

This is a summary of your current entry.

Category	Volunteer Jobs	
Competitors	Anne Vallance (Rider) Elizabeth Martin (Volunteer)	
Classes	300 - Friday Writers SJ 8.00am-12.00pm Ring 1	\$0.00
		Total: \$0.00

+ Confirm this entry and add another

Confirm this entry and continue to next step (fees) ▶

The next screen displays a summary of your current classes entered under the category VOLUNTEER JOBS. Any jumping classes you have entered will also show under the different categories.

8. Add in your fees as usual and carry on the process. At the Customer Info stage, you will be specifically asked if you have entered your Job “Class”. We assume you will be entering Yes!

Step 3: Customer Info

* denotes a required field.

* Staying on grounds?:

Bank Account Name:

Bank Account Number:

* Have you entered your Job Class: True False

[Continue](#)

9. During the final stage you will all classes and all jobs you ticked to include. To finish off, don't forget to tick that you are at least 18 years of age and have read the terms and conditions.

Class Entries

Category	Competitors	Classes	Fee
Volunteer Jobs	Anne Vallance · Elizabeth Martin	300 - Friday Writers SJ 8.00am-12.00pm Ring 1	\$0.00
Class entries total:			\$0.00

Misc Items

Category	Name	Description	Price	QTY	Cost
Show Fees	Admin Fee	Admin Fee per family entered together	\$12.00	1	\$12.00
	Jumping Levy	Jumping Levy for all horses & ponies including Introductory	\$5.00	1	\$5.00
Misc items total:					\$17.00

Grand Total: \$17.00

Payment Info

Bank Deposit

Bank Name:	Westpac
Account Name:	SJ Canterbury
Account Number:	03 0674 0092896 00
Reference:	CPLWCVT7
Deposit Amount:	\$17.00

I am at least 18 years of age and I accept the [terms and conditions](#)

[Confirm and submit entry](#)

10. Done! You will see the jobs under your MY MAIN-EVENTS. Click on the blue magnifying glass to the left of the show name. You will also see your name in the “class list” for that job under the show so you will be able to see who might be “writing in Ring 1” on Friday if you go looking!