

Entering a Shoot

1. Have you CMSA online account Username and Password available
2. Navigate to <http://www.cmsaevents.com/home/>
3. Click the Login button on the top right corner
4. Enter your Username and Password
5. Click the Event Tab on the left end of the navigation bar
6. Locate the shoot you would like to enter
(there are several sort features to help you)
7. Click on the Details and Registration button for the shoot you wish to enter
8. Click the "Register Online" button located on the left side under "Office/Grounds Fee"
9. Verify your personal information is up to date or enter it if this is your first entry
10. Check the events you wish to enter
11. Click the "Review Registration" button, on the bottom right corner
12. Review your registration, if it is correct, click the "Complete Registration", Button on the bottom right corner (registration is not complete until the button is clicked)
13. Pay for your shoot on the Mid-Ohio Marauders Online Store
14. Navigate to <https://www.midohiomarauders.com/>
15. Click the green "On-line Payments" button, on the left side of the home page
16. Choose the location of the event you wish to attend from the menu or icons, in the middle of the page
17. Add entry fees, camping, stalls ect to your shopping bag
NOTE: If you are paying for more the one participate or bringing multiple horses you will need to purchase multiply enters or stalls. Example: You and your spouse have entered that would be 2 main matches and 2 stalls (if you both bring a horse)
18. Once you have everything you need in your bag click the "checkout" button

19. Agree to the terms and conditions (which are the CMSA liability waiver)
20. Enter the Name and CMSA# for each person entered in the comments box
21. Enter personal information
22. Enter Credit Card information
23. Click the "Pay Now" button
24. You will be emailed a receipt and there is print option on the receipt page
NOTE there maybe documents attached to your receipt
Clinic entry forms and Membership Application require a signature. These forms will be attached to the receipt. You can complete these forms and e-mail them to secretary@midohiomarauders.com or send the snail mail to the address on the form)
25. A copy of your receipt will be emailed to our secretary and treasurer
26. Check in at the office when you arrive at the shoot to verify your balance is paid.
27. Changes and Additions to your enter may be made until the deadline established by the shoot staff.
28. The Store will track your purchases, including any attached documents

Thank you! "Shoot Straight and Have Fun"

Renee Calvin
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