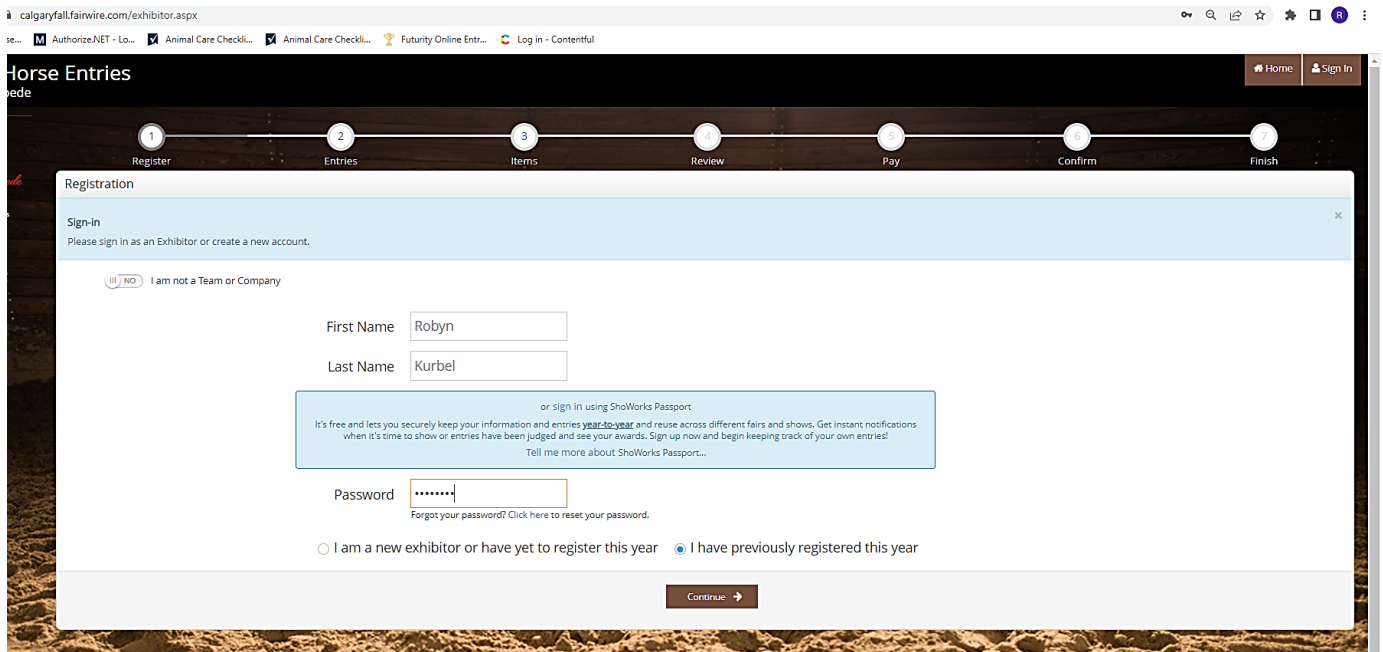


How To Order Stalls & Other Fees On Showworks AFTER You've Entered

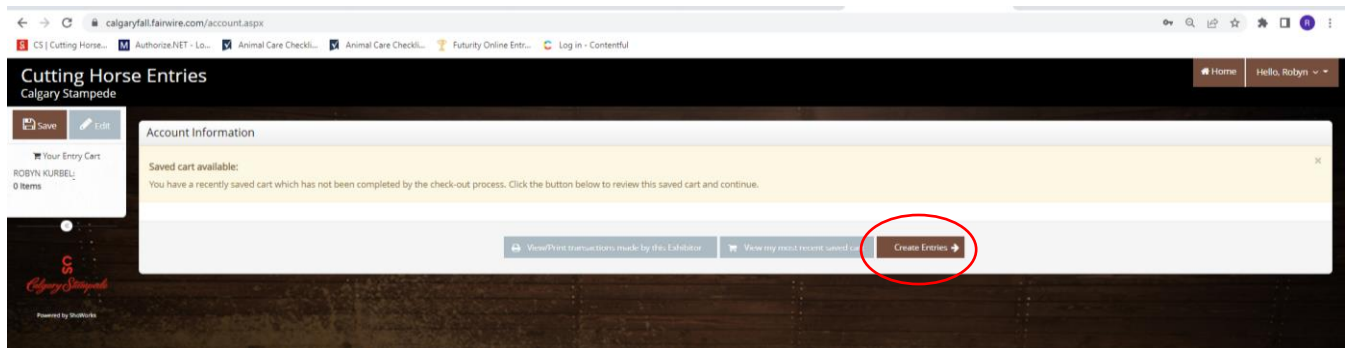
Log in to Your Showworks Account that you previously made when you entered by going to <https://calgaryfall.fairwire.com/> and choosing 'I am an EXHIBITOR' from the drop down menu. Fill in the name you previously registered with and choose "I have previously registered this year". You will then see the password field pop up. Enter your password and press 'Continue' to log in.



The screenshot shows a web browser window with the URL calgaryfall.fairwire.com/exhibitor.aspx. The page title is "Horse Entries" and the sub-header is "Registration". A progress bar at the top indicates the steps: 1. Register, 2. Entries, 3. Items, 4. Review, 5. Pay, 6. Confirm, 7. Finish. The main content area is a "Sign-in" form with the following fields and options:

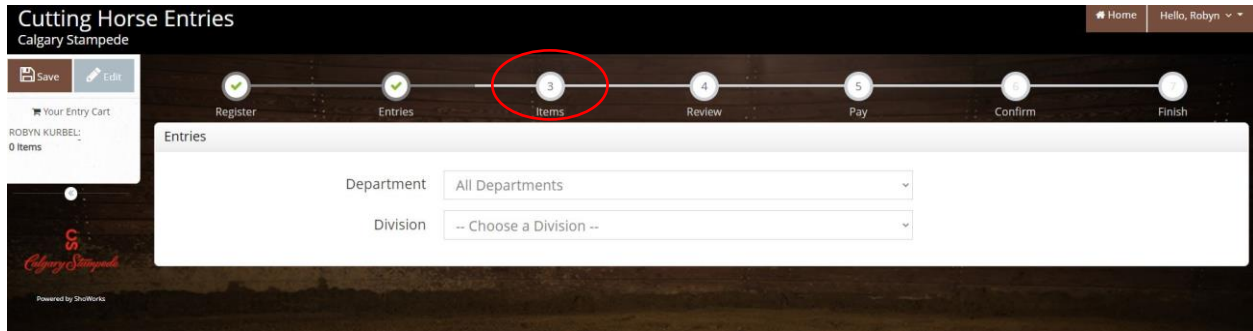
- First Name: Robyn
- Last Name: Kurbel
- or sign in using ShowWorks Passport (with a link to "Tell me more about ShowWorks Passport...")
- Password: [masked]
- Forgot your password? Click here to reset your password.
- Radio buttons: I am a new exhibitor or have yet to register this year, I have previously registered this year
- Continue button

Once logged in, select 'create entries' to bring up your starting screen again.

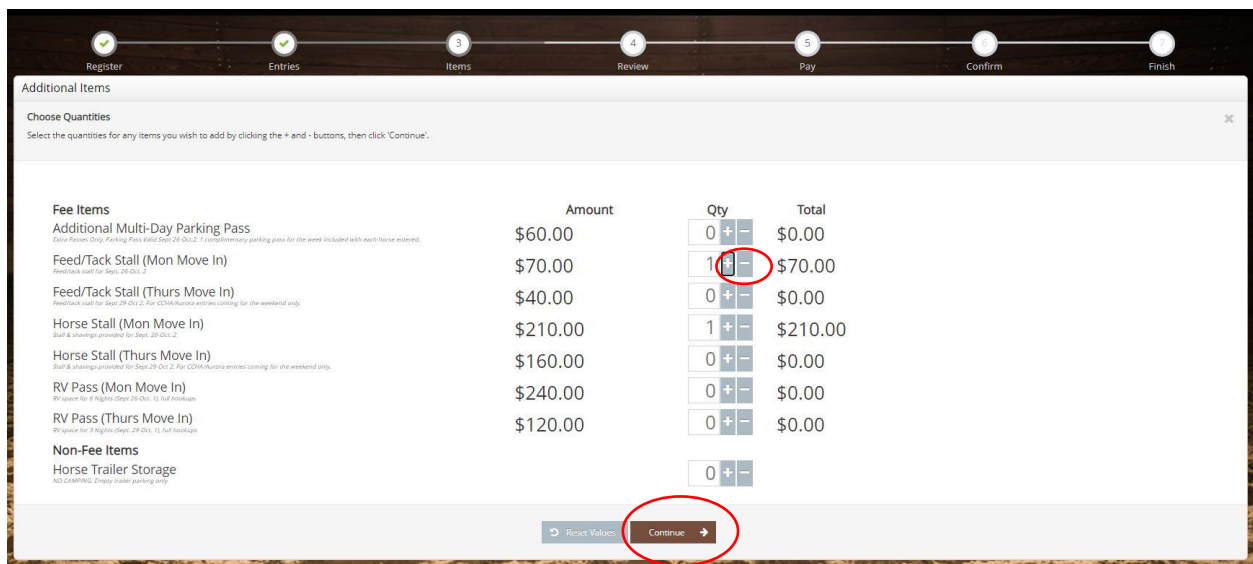


The screenshot shows a web browser window with the URL calgaryfall.fairwire.com/account.aspx. The page title is "Cutting Horse Entries" and the sub-header is "Calgary Stampede". The user is logged in as "Robyn Kurbel" and has 0 items in their entry cart. The main content area is "Account Information" with a message: "Saved cart available: You have a recently saved cart which has not been completed by the check-out process. Click the button below to review this saved cart and continue." At the bottom of the page, there are three buttons: "View your transactions made by this Exhibitor", "View my most recent saved cart", and "Create Entries" (which is circled in red).

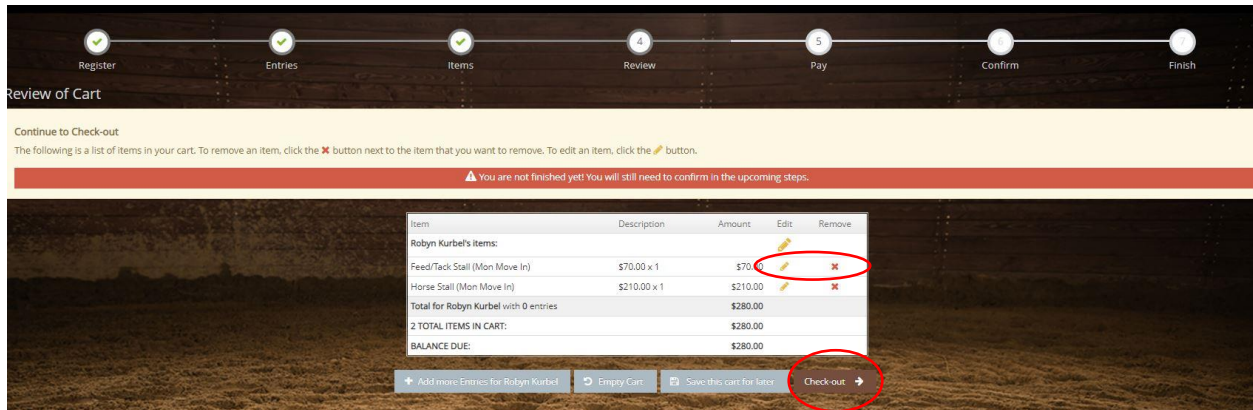
You should now see a numbered menu across the top of your screen. Click on circle '3' Items.



This will bring up the list of fees you can select from such as parking and stalls. Use the '+' button to add as many stalls, parking passes, etc. that you want. Then press 'Continue'.



You will now be at a screen that allows you to review your 'cart' (ie. What you want to purchase). If everything looks correct, press 'Check-Out'. If you need to make changes, press the '✏️' next to your item. Edit the quantity, then press 'Continue' again. If you need to delete something, press the red '✖️' next to that item and it will remove it from your cart.



Once you are satisfied with your order, select 'Check-Out'. From here you will be prompted to enter your credit card information in order to pay for your items. You will receive a receipt in your email once you have successfully paid for you items.

If you need any assistance, please email agriculture@calgarystampede.com and we will be happy to help!