

DW Productions 2025 Entry Instructions

How To Enter:

1) Set up your horseshowtracker.com account

Go to www.horseshowtracker.com

You can enter 2 horse shows for FREE

After your 2 shows, there is a minimal fee for you to use the entry system

The packages I recommend: 1 Horse/Unlimited Entries or Unlimited Horses/Unlimited Entries



2) Click on My Stuff

3) Click Manage People - Add each of your exhibitors

If it prompts you to enter an association and you are not a member of any, just click cancel and enter your info in the next screen.

Add First Name, Last Name, & Birthday for each exhibitor that will be showing.

4) Click Manage Horses - Add each of your horses that you may or may not show this year

Use your horses registered name if possible. Have a picture of your registration papers.

If they are not registered, click cancel with the first prompt and then you can enter their name, sex, & birthdate (best estimate)

**The above steps only need to be done 1x in your account and can be done anytime!
You can add more horses & exhibitors anytime.**

**When a show opens for entries, you can do the following steps to enter!
Reserve your stalls first. They sell out.**

5) Click Online Entry: Click on the DW Productions show you want to enter.

Online Entries will close prior to the show. Follow social media for updates.

6) Click on Manage Entries & then Click + Enter A Horse: Select the horse you want to enter.

7) Click + ADD A Class: You can search for a class by discipline, division, or by typing in the class number

Showbill available at www.dwproductionsllc.com/show-information

You may be prompted here to reserve your Horse Show Tracker package & to enter a payment method.

8) Click the class you would like to enter. Check the box next to the class. Click save.

Do this step for all classes you want to enter.

Make sure you understand the rules. Same horse rider/combo cannot enter w/t & w/t/l classes in the same weekend. Full rules posted on my website.

This online entry system is new for me in 2025 but used by hundreds of people for many shows across the US! I am excited about this and hope you will be patient as we navigate this change together!

9) Stall & Electrical Reservations

These are listed as classes. Here is a chart to show the class# for you to search.

Class#	Stall Option	Weekend Fee	Late Fee
200	Single Stall	\$ 85.00	\$ 95.00
201	Double Stall	\$ 130.00	\$140.00
202	Tack Stall	\$ 85.00	\$ 95.00
203	Electrical	\$ 70.00	

Fees increase after 10pm on Wednesday, the week before a show.

Check the box next to each one you want. Click save & save again.

Repeat the above entry/stall steps for each horse you are entering.

GROUP STALLING: Fill out the group stall reservation form on my website.

Only 1 person from your group should fill this out. www.dwproductionsllc.com

10) When you are done adding entries, stalling and electrical, click submit to show.

You can reserve stalls first and then go back, later that day or another day and add & submit your classes!

11) Once you hit submit, you can see the classes you are signed up for.

If you want to change your classes, you can scratch your current ones and add new ones.

SHAVINGS: Submit the shavings request form. Link is on my website at www.dwproductionsllc.com

Shavings must be purchased from the facility for each show in 2025.

\$10 per bag online. \$11 per bag at the show.

Reminder: Double stalls need more shavings.

Back Numbers: The system will assign you a back number in the 9000 range.

I will review all entries and update your back numbers accordingly.

If you reserved a back number with me, I will switch the number to your reserved number.

If you did not reserve one, I will update it to a lower number and provide a copy of it for you.

Reduced to \$10 per horse/rider combo so you can use that cost savings

Office Fees: to pay for your Horse Show Tracker account

I will adjust the Tiny Tot office fee to \$5 on your bill if they only show Tiny Tot.

Payment Must be sent in advance to reserve your stalls.

Payment: Venmo, check or cash are acceptable payment methods.

See payment options button on my website at:

www.dwproductionsllc.com/show-information

If you want to send money in advance for more than your stalls, you can.

Contact Information: Dani Wilson dwproductionsllc@gmail.com 507-450-4559

Reminder: I work Full-Time. I am one person. Please be patient.

Horse Show Tracker Support: support@funnware.com