There are multiple ways to get entries to MB-F for shows.

You can submit entries directly to MB-F via InfoDog.com, which is MB-F’s website, there is a 24-7 Fax Entry system, a telephone entry system with live operators that will take your entries, there are four satellite offices and the main office that entries may be walked in, mailed or shipped to any of these. Details on each will follow below. There are independent entry services that will submit entries for you.

The online entry system can be found at [https://www.infodog.com/entry/default.htm](https://www.infodog.com/entry/default.htm). Feel free to try out the system, you do not have to enter any billing information until the last page. That gives you the opportunity to do test entries without actually submitting anything or getting charged. The entry information is not written to our system until the card is approved, so try a few practice entries, just remember to not submit it for payment.

Our fax lines are available for entries 24-7, at 800-746-3297 for US numbers. Faxing from other countries you would fax it to 336-272-0864. Please include a cover page with your payment information and total number of pages. If you wish to call us after faxing during normal work hours please feel free to so at 336-379-9352.

Our telephone entry program, Dial N Entry, is available from 8AM to 5PM Eastern, Monday through Thursday. US callers can call 800-334-8978 while those in other countries would call 336-379-9605. One of our operators will take your entries for you. Please note those numbers are for telephone entries only, the operators do not have other show information. When all the operators are on calls the line will continue to ring until there is an available operator to take the next call in line.

For shows that have an opening date and time, any entries received prior to that time are rejected as invalid. The online system will not take any entries until the opening time. Regardless of method of entry, all entries for shows with limits are time stamped when received.

Entries may be hand delivered to any MB-F office or sent via FedEx, UPS, USPS to the following:

**MB-F Main Office**  
Greensboro NC  
Hand Delivery or Shipping Address: 620 Industrial Ave, Greensboro, NC 27406  
Postal Mailing Address: PO Box 22107, Greensboro, NC 27420

The phone numbers for MB-F are:

- **Main Office:** 336-379-9352
- **Fax Entry:** 800-746-3297 336-272-0864
- **Dial N Entry:** 800-334-8978 336-379-9605

**MB-F Satellite Offices**

- **Madison Hts MI**  
  Hand Delivery or Shipping Address: 32351 Edward Ave, Madison Heights MI 48071  
  Postal Mailing Address: PO Box 9999, Madison Heights MI 48071
- **Brooksville FL**  
  Hand Delivery or Shipping Address: 11130 Lu Wista Ln, Brooksville FL 34601  
  Postal Mailing Address: PO Box 575, Brooksville FL 34605
- **Pinole CA**  
  Hand Delivery or Shipping Address: 2661 Henry Ave, Pinole CA 94564  
  Postal Mailing Address: PO Box 605, Pinole CA 94564
- **Banks OR**  
  Hand Delivery or Shipping Address: 23525 NW Howell Dr, Banks OR 97106  
  Postal Mailing Address: PO Box 429, Banks OR 97106

Email addresses. Our main email box is mbf@infodog.com

If you have received an email from InfoDog.com that requires a change or correction, reply to the email. If you are sending class changes, corrections or move ups without replying to an InfoDog email then send it to change@infodog.com

All changes and cancellations must be done in writing, fax and email are acceptable. Include the dog’s name, registration number and breed and the name and date of each show entered where that entry is to be changed or cancelled. You will receive a response to your email, if more information is required, we will ask for it.
The online entry system can be found at https://www.infodog.com/entry/default.htm. The first page will consist of the rules for using InfoDog’s entry system and notes the administrative fees for using the system.

Anyone can make entries on InfoDog for shows which are serviced by MB-F. At this time InfoDog is **not** taking entries for other Superintendents or Event Secretaries.

In order to begin the entry process, you must agree to these rules by clicking the button at the bottom of these rules:

```
I Agree With the Above and Wish to Continue
```

The next page you will need to pull up your dog’s information. If the dog has not been entered previously with InfoDog/MB-F you should input the AKC Registration number or the dog name and click “Search For Dog”. (Be sure to put a space in the AKC# after the alpha characters, i.e. DL 12345678, and do not use any slashes or dashes). If you have made entries for the dog with InfoDog/MB-F previously you can use your e-mail address or phone number to pull up dogs in our system. If the dog is in the MB-F system it will pull the information we have on it.

```
Select Dog

1 Match(es) Found for:
AKC#: dl 12345678

Please click a dog name from the following list to enter in a show.

<table>
<thead>
<tr>
<th>Dog</th>
<th>AKC#</th>
<th>Breed</th>
<th>Sex</th>
</tr>
</thead>
<tbody>
<tr>
<td>GCHB This Dog Is A Test Dog RN CCC</td>
<td>DL 12345678</td>
<td>Collies (Rough)</td>
<td>Dog</td>
</tr>
</tbody>
</table>

Search Again | Add a New Dog
```

You would then click on the dog’s name (note that it’s a link)

If the dog is not in our system, but is in the AKC registration database it will pull the registration data, less the ownership information, from the AKC Database. You will need to complete that information on the Dog Profile page.
On the Dog Profile page, you will see:

**Dog Profile**

Please review and verify the dog’s information and make any necessary corrections to titles, owner(s), address, etc. on this page and click “Continue” at the bottom.

- **Breed & Variety**: Collie (Rough)
- **Sex**: Dog
- **Dog Name**:
  - Prefix Title(s): GCGB
  - Name: GCGB This Dog Is A Test Dog RN CGC
  - Suffix Title(s): RN CGC
- **Acceptable AKC Titles**
- **Call Name**:
- **Height at Withers**: 29” [No fraction] Inches
- **Reg #**: DL 12345678 (Foreign as must include country, and no spaces e.g. Z1234GER)
- **Date of Birth**: 01/01/12 (MM/DD/YY) (e.g. 10/09/15)
- **Place of Birth**: USA
- **Breeder**: Ralph Kramden
- **Sire**:
  - Prefix Title(s): GCGB2 DC
  - Name: GCGB2 DC Shantytown’s Two Seconds To Puppy! UD3523
  - Suffix Title(s): UD35
- **Dam**:
  - Prefix Title(s): CH
  - Name: Ch Shantytown’s Red Whiskey CGCU
  - Suffix Title(s): CGCU
- **Owner**: Marcus Welby MD & Elvira Jones
- **Address 1**: 1313 Mockingbird Ln
- **Address 2**: Enter Street or PO address
- **City**: Mockingbird Heights
- **State / Province**: Virginia
- **Zip/Postal Code**: 24548
- **Country**: United States

**Select Show Range**

Entering: GCGB This Dog Is A Test Dog RN CGC

For the time being, entries are restricted to MB-F superintended shows only.

**Select the Event Type**
- All Shows
- Confirmation Shows
- Obedience/Rally
- 4-6 Month Puppy Events

**Select Shows closing in the following time periods**:
- Shows Closing in 1 week: Wed-10/07/20 To Tue-10/13/20
- Shows Closing in 2 weeks: Wed-10/14/20 To Tue-10/20/20
- Shows Closing in 3 weeks: Wed-10/21/20 To Tue-10/27/20
- Shows Closing in 4 weeks: Wed-10/28/20 To Tue-11/03/20

AKC Titles for the dog, the sire and the dam are put in the title prefix and title suffix fields and automatically get attached to the name.

To edit the dog name or the names of the sire or dam you should click on the edit link to the right of each and then edit the field.

This is the information that appears in the show catalog and in the results.

Note for the owner names, there should be slashes around the last name only of the person whose name it will be sorted by in the show catalog’s alphabetized index of exhibitors. For the example to the left, Marcus Welby MD and Elvira Jones are the owners. We would put the slashes around /Welby/ so the index of exhibitors will list it as “Welby MD, Marcus & Elvira Jones….”. You do not need to put spaces on either side of the slashes. Please do not put slashes in the breeder names or additional owner names.

When you are satisfied that all is correct on this page, just click “Continue”.

The next page is where you will select your show range.

The default selections are “All shows” and “Shows Closing in 1 Week”. You can leave the “All Shows” selection but you will have to look at the date range for shows closing in 4 Weeks on Tuesday Oct 27 when the entries open. The selection will change to shows closing in 3 weeks on Thursday morning Oct 29.

Continue to the next page where you select the shows to enter. Any MBF show that is listed on AKC’s site will be shown, but none will be open for entry until we reach the Opening Date and Time. (9AM Eastern, Tuesday October 27, 2020 for these shows.)
The Shows are in order by State, City and Date.

Notice the Event Types, to enter an All-Breed show you would look for a type of “AB”. A specialty would be “S” for a local or a “PS” for a parent club specialty. The Beginner Puppy, 4-6 Mos, is “BPUP”.

Check the boxes to the left of any shows that you wish to enter the currently selected dog in.

You would then continue to the next page where you would input the handler if any, please remember that an owner can only be listed as a handler if they are part of the AKC Registered Handlers Program.

Onofrio uses MB-F agent numbers in their system so if your agent has an Onofrio number it should bring up the Agent’s name in our system. Leave it blank if you are not using an agent.

This is the page where you would input any Junior Handler information if you have a Junior. Leave it blank if you do not have a Junior Handler.

Continuing on to the next page is where you will select the classes for your dog in each show.
Each class field is a dropdown list of the classes that are offered for your breed in the selected show. Note that any sweepstakes classes are listed under the “Additional Classes” box. To enter “Veteran Sweepstakes Only” you would leave the “Dog Show Class” box empty and select the correct Veteran Sweepstakes class in the “Additional Class” box.

If the dog is to compete in the National Owner Handled Series, you can either check the box for the “Owner-Handled Best of Breed” or select it under additional classes.

There is a link to the left for the premium list if you need to consult the premium list.

Continuing to the next page you will find the “Review Entries Page”.

If you are paying a monthly subscription for a MyInfoDog Account you can log in here if you have not already done so.

This shows you what you have input so far. Review the information, if you have another dog to enter you would select “Make Another Entry”.

If you have no other entries to input, you would select “Pay for Entries” which will take you to the payment screen.

MBF does not store the actual card number. Once you authorize payment on your card the number is converted to coded number to protect your information.

The following page also includes the “Green Option” questions if you wish to receive everything via email instead of postal mail.

<table>
<thead>
<tr>
<th>Dog</th>
<th>Date</th>
<th>Show</th>
<th>Class</th>
<th>Entry Fees</th>
<th>Admin Fees</th>
<th>Remove</th>
</tr>
</thead>
<tbody>
<tr>
<td>GCHB This Dog Is A Test Dog RN CGC (DL 12345678 R Collie)</td>
<td>Thursday 11/19/20</td>
<td>Holysoke Kennel Club, Inc.</td>
<td>Am-Bred Dog</td>
<td>34.00</td>
<td>4.25</td>
<td></td>
</tr>
<tr>
<td>GCHB This Dog Is A Test Dog RN CGC (DL 12345678 R Collie)</td>
<td>Friday 11/20/20</td>
<td>Windham County Kennel Club, Inc.</td>
<td>Am-Bred Dog</td>
<td>34.00</td>
<td>4.25</td>
<td></td>
</tr>
</tbody>
</table>

Sub-Total: $68.00
Administrative Fees: $8.50
Total: $76.50

ATTENTION My InfoDog members: LOGIN NOW to receive your membership benefits before paying for entries. If you are not logged in at the time you make your entries, you are ineligible to receive your entry administrative fee discount or to use the PDF Show Entry Filler system. Sorry, no exceptions. You DO NOT have to be a member of My InfoDog to make online entries.
If there is only one dog being entered you can check the box to pre-populate the owner’s information into the cardholder data. (This option only appears if there is only one dog being entered.) The cardholder and address do not have to be that of the owner.

Once you have input your information, double check the email address so that the emails will go to the correct address.

THIS IS WHERE YOU WANT TO STOP IF YOU ARE ONLY FAMILIARIZING YOURSELF WITH THE ONLINE ENTRY SYSTEM. DO NOT CLICK AUTHORIZE FOR PAYMENT UNLESS YOU WANT TO ENTER THE SHOW.

If it’s all correct, you would need to check the box noted below. Once you have checked that box you would click “Authorize Payment Now”. If the charge is authorized by the Card Authorization Center then a page would appear with a reference number and your entry information. You would also receive an email with this page typically in a matter of seconds.

Another email will be sent for each show when the entry data moves from the online system into our show system, Monday through Thursday. If you wish to cancel or change an entry, it’s easiest to do so by replying to that original email.
There are multiple ways to get entries to MB-F for shows.

You can submit entries directly to MB-F via InfoDog.com, which is MB-F’s website, there is a 24-7 Fax Entry system, a telephone entry system with live operators that will take your entries, there are four satellite offices and the main office that entries may be walked in, mailed or shipped to any of these. Details on each will follow below. There are independent entry services that will submit entries for you.

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**MB-F Main Office**
Greensboro NC  620 Industrial Ave, Greensboro, NC 27406  PO Box 22107, Greensboro, NC 27420

The phone numbers for MB-F are:
- Main Office: 336-379-9352
- Fax Entry: 800-746-3297  336-272-0864
- Dial N Entry: 800-334-8978  336-379-9605

**MB-F Satellite Offices**
Madison Hts MI  32351 Edward Ave, Madison Heights MI 48071  PO Box 9999, Madison Heights MI 48071
Brooksville FL  11130 Lu Wista Ln, Brooksville FL 34601  PO Box 575, Brooksville FL 34605
Pinole CA  2661 Henry Ave, Pinole CA 94564  PO Box 605, Pinole CA 94564
Banks OR  23525 NW Howell Dr, Banks OR 97106  PO Box 429, Banks OR 97106

Email addresses. Our main email box is mbf@infodog.com

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If you are sending class changes, corrections or move ups without replying to an InfoDog email then send it to change@infodog.com

All changes and cancellations must be done in writing, fax and email are acceptable. Include the dog’s name, registration number and breed and the name and date of each show entered where that entry is to be changed or cancelled. You will receive a response to your email, if more information is required, we will ask for it.
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In order to begin the entry process, you must agree to these rules by clicking the button at the bottom of these rules:

![I Agree With the Above and Wish to Continue](image)

The next page you will need to pull up your dog’s information. If the dog has not been entered previously with InfoDog/MB-F you should input the AKC Registration number or the dog name and click “Search For Dog”. (Be sure to put a space in the AKC# after the alpha characters, i.e. DL 12345678, and do not use any slashes or dashes). If you have made entries for the dog with InfoDog/MB-F previously you can use your e-mail address or phone number to pull up dogs in our system. If the dog is in the MB-F system it will pull the information we have on it.

![Select Dog](image)

You would then click on the dog’s name (note that it’s a link)

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On the Dog Profile page, you will see:

![Dog Profile Form]

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![Select Show Range]

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You would then continue to the next page where you would input the handler if any, please remember that an owner can only be listed as a handler if they are part of the AKC Registered Handlers Program.

Onofrio uses MB-F agent numbers in their system so if your agent has an Onofrio number it should bring up the Agent’s name in our system. Leave it blank if you are not using an agent.

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If the dog is to compete in the National Owner Handled Series, you can either check the box for the “Owner-Handled Best of Breed” or select it under additional classes.

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The following page also includes the “Green Option” questions if you wish to receive everything via email instead of postal mail.
Pay For Entries

You will receive a reference number for your entries at the end of the payment process.

<table>
<thead>
<tr>
<th>Dog</th>
<th>Date</th>
<th>Show</th>
<th>Class</th>
<th>Entry Fees</th>
<th>Admin Fees</th>
<th>Sub-Total</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>GCHB This Dog Is A Test Dog RN CGC (DL 12345678 R Collie)</td>
<td>Thursday, 11/19/20</td>
<td>Holyoke Kennel Club, Inc.</td>
<td>Am-Bred Dog</td>
<td>34.00</td>
<td>4.25</td>
<td>$38.25</td>
<td>$42.50</td>
</tr>
<tr>
<td>GCHB This Dog Is A Test Dog RN CGC (DL 12345678 R Collie)</td>
<td>Friday, 11/20/20</td>
<td>Windham County Kennel Club, Inc.</td>
<td>Am-Bred Dog</td>
<td>34.00</td>
<td>4.25</td>
<td>$38.25</td>
<td>$42.50</td>
</tr>
</tbody>
</table>

Sub-Total: $76.50

If there is only one dog being entered you can check the box to pre-populate the owner’s information into the cardholder data. (This option only appears if there is only one dog being entered.) The cardholder and address do not have to be that of the owner.

Once you have input your information, double check the email address so that the emails will go to the correct address.

THIS IS WHERE YOU WANT TO STOP IF YOU ARE ONLY FAMILIARIZING YOURSELF WITH THE ONLINE ENTRY SYSTEM. DO NOT CLICK AUTHORIZE FOR PAYMENT UNLESS YOU WANT TO ENTER THE SHOW.

Alteration of the contents of this notice constitutes fraud and will be reported to the AKC.

We currently accept Visa, MasterCard, Discover, and American Express. Please enter a valid card number, expiration date, and related fields below. Click here to review rules regarding our policies.

- [ ] Check here to pre-populate fields with the dog owner’s name and address.
- [ ] GREEN OPTION: Check this box to receive ID/Judging program information by email only in lieu of a printed copy through the US postal mail.
- [ ] GREEN OPTION: Check this box to receive Premium List information by email only in lieu of a printed copy through the US postal mail.

Credit Card #: 
Expiration Date: [Select Month] [Select Year]
Card Verification Value: 
Cardholder: 
First Name: 
Last Name: 
Street: 
City: 
State/Province: [United States] 
Country: United States
Zip/Postal Code: 
Phone Number: 
Email Address: 

If it’s all correct, you would need to check the box noted below. Once you have checked that box you would click “Authorize Payment Now”. If the charge is authorized by the Card Authorization Center then a page would appear with a reference number and your entry information. You would also receive an email with this page typically in a matter of seconds.

Another email will be sent for each show when the entry data moves from the online system into our show system, Monday through Thursday. If you wish to cancel or change an entry, it’s easiest to do so by replying to that original email.

The InfoDog online entry system accepts entries for AKC events in accordance with the latest entry form instructions and Rules Applying to Dog Shows (rules) of the American Kennel Club. From time to time these entry form instructions and rules are subject to change. In the event of a discrepancy in these entry form instructions and rules versus the text within the InfoDog online entry system, the AKC entry form instructions and rules will take precedence.

I agree to the following statements and specific Agreement noted below and wish to complete my entry:

Authorize Payment Now  Return to Review Page

The InfoDog online entry system accepts entries for AKC events in accordance with the latest entry form instructions and Rules Applying to Dog Shows (rules) of the American Kennel Club. From time to time these entry form instructions and rules are subject to change. In the event of a discrepancy in these entry form instructions and rules versus the text within the InfoDog online entry system, the AKC entry form instructions and rules will take precedence.

AGREEMENT

I certify that I am the actual owner of the dog, or that I am the duly authorized agent of the actual owner.