

Horsemen's Bookkeeper Corp. Instructions for Online Account Access

- Create an Account: Go to <u>Equineline</u> and create an account using a universal login ID and password. If you already have an Equineline account, proceed to step 5.
- **2. Fill in Your Information**: Follow the instructions to complete your information.
- **3. Service Options**: Select your service options. Note that no purchase is necessary as this is a free service.
- **4. Access Incompass Solutions**: After creating your universal login and password, go to <u>Incompass Solutions</u>.
- **5. Login**: Enter the login ID and password you created on Equineline.
- 6. Add Account: Click on "Add Account"
- **7. Select Facility**: Choose "Gulfstream Park" as your facility.
- **8. Add Account Number and Access PIN**: Enter your account number and Web Access PIN number, which can be requested from Gulfstream Park Bookkeepers.
- **9. View Statements**: You can now view and print your statements, request checks, but note that funds cannot be transferred.

For any questions, please contact the office during operating hours.

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