



Fair Registration Process

All fair registrations MUST be submitted by **June 14th at Midnight**. Please make sure you are registering all family members before clicking the submit button.

Tips for Exhibitors Making Online Entries:

Recommended browsers: Google Chrome or Mozilla Firefox. Older versions of Internet Explorer may cause unexpected behavior. Register all entries for each exhibitor in the family before proceeding to the Payment section. There will be no charge for 4-H Entries. Be sure to click the "Submit" button when you have completed your entries. Entries are not final until they have been submitted. Check your email inbox for a confirmation email with a list of your entries.

Exhibitor Entry

1. You may access the Washtenaw County 4-H Youth Show from <https://faireentry.com/Fair/SignIn/19997> or go to www.Faireentry.com and Click "Find your Fair".
2. Filter by State, click search, and then click on 2024 Washtenaw County 4-H Youth Show.
3. If you have a 4Honline family account, select to "Sign in with 4Honline" and enter your login information. **NOTE:** If you forgot your password for your 4HOnline account, you need to go to 4HOnline to set a new password. Then use the new password (not the temporary password) to log in to FairEntry.
4. Click "Begin Registration"

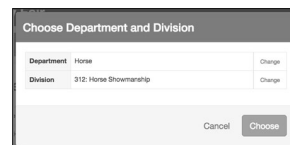


Step One – Entering Exhibitor Information

Check to make sure exhibitor information is correct, especially addresses! Click edit and adjust if it not.

Step Two– Creating Entries for Exhibitors

- Click "Add an entry" beside the correct exhibitor
- Click select beside the first department you wish to enter.
- After you select a department, you will see a list of divisions to select from, and then a list of available classes. *Also notice that there are blue "Change" links in case you mistakenly select an incorrect department, division or class.*
- After you have selected the class, click the green **Choose** button.
- At this point you will continue on with the Multiple entry process.
- Click *Change* to select the club to which these entries will be associated.
- If this is an animal entry, click "Add animal" and enter the animal's details
- Select which animals will be part of this entry. (These animals will be available for this exhibitor to use in other entries if needed.)
- If it is a still project, simply select the classes that you would like to create for this exhibitor. Click Continue.
- Review the entries. If you need to make any changes, click cancel. If everything is correct, click Create Entries.
- If you need to add another exhibitor, click on the exhibitors button at the top left and repeat the steps to create a new exhibitor.
- If you need to add more entries for an existing exhibitor, click "Add an entry".



Submitting Entries

- Review your entries for completeness and accuracy. *Notice the Summary and Detail buttons at the top of the list on the right.* If there are errors, click on the green entries section at the top of the page. Click Continue when all information is correct.
- Once all entries have been entered for exhibitors in your family, submit the invoice for approval.
- You will receive an email message when the entries have been submitted for approval.

