State Fair Market Broiler Entry
The process for entering State Fair market broilers is online, within your 4hOnline records.

Deadlines:

- **Again for 2016**: State Fair Market Broiler entries close at **11:59 PM on May 1**. To avoid a potentially panic-filled and stressful experience, log in well before that and complete your entries.
- **Payment**: Checks must be made payable to: **Iowa State Fair**
- **Entry Postmark**: Entry receipt (printed from 4hOnline) and check must be **postmarked May 1** and mailed to:
  - Iowa State Fair, 4-H Market Broiler, P.O Box 57130, Des Moines, IA 50317

- When you first login to 4hOnline, check that the exhibitor has a valid, non-expired FSQA record in 4hOnline. Contact your county office for options if there is no record of FSQA certification.
- Also check the enrollment status of the **exhibitor** (not the animals)—youth records must be “Active”, not “Pending” or “Incomplete”. If your record is not “Active”, contact your county office immediately. Do not try to enter a new family or youth record—that will unnecessarily delay the process and may make you miss the deadline.

Ready? Here’s how to successfully complete the entry process, step by step!

At the bottom of your family screen, below the list of family members, there are two gray boxes. The bottom one of the two allows you to select a member (only Active members are listed), and then to select an event, as shown below. “2016 Market Broilers”
All entries:

At the top of the screen is the name of the member, as well as the links to show where you are in the process, beginning with Entry – shown at right.

Read the reminders listed.

There are two required fields: The # of exhibitors (depending on if you are sharing a group of birds with another 4-H'er) and your t-shirt size. Remember that these are the generic adult sizes.

If you are sharing birds:
Don’t forget to include the name of the second exhibitor AND their t-shirt size.

Finishing your entry:

When you have completed your entry, you’ll see a Delete button and a Continue button at the bottom.

If you use Delete, the entry is gone-gone and you will have to start over.

Click Continue.

The Cart screen is shown at right. At the bottom of the screen, you have 3 options—Previous, Delete Cart, and Check Out.

Look at the details listed. Are those correct? If yes, click Check Out. If not, click Edit or Previous.

If you click Delete Cart, your registration is permanently deleted and you will have to start over.
After you click Check Out, you’ll be on the Payment screen.

You do not have to enter a check number or “Edit Billing Information” – those are optional.

“View Cart” takes you back to the previous screen.

Click on “Select Payment Method” to go on.

Confirm

Your entry is still incomplete and can be edited at this point.

When you are sure that your entry is complete and correct, click “Confirm Order” as shown at right. At that point, your entry is locked and cannot be edited—nothing can be added, deleted, or changed.

Finish:

Print an invoice by clicking on the “Print Confirmation” link in the upper right corner of the Finish screen. See below screen shot. Send the invoice attached to your check to the State Fair office. Remember that it has to be postmarked no later than May 1.

Your entry is now “pending approval.” Once your check is received, the entry will be approved. Once it’s approved, it’s final and non-editable.

Click Return to Member List to enter another broiler order for another family member.