How to Enter Exhibits in Fair Entry for the Harrison County Fair

Registration Closes: Monday, June 15, 2015 (at 11:59 p.m.)

The Harrison County Fair does not charge entry fees. Towards the end of the entry process, you will be asked to click ‘Continue to Payment’. This is a necessary function to submit the entries but the balance will always be $0.00 and no additional payment information will be needed to submit the entries.

1. Go to https://harrisoncountyiowa.fairentry.com
2. Click ‘Sign in with 4HOnline’.
3. A separate box will pop up. Enter your 4HOnline family e-mail address and password. The role is ‘Family’. Click ‘Login’. If you do not have a family e-mail address in 4HOnline, please contact the Extension Office and we will assist you in logging into Fair Entry.
4. This will take you to the welcome screen. Click ‘Begin Registration’.
5. Click ‘Individual’.
6. Choose the 4-H’er you are entering an exhibit for. Click ‘Continue’.
7. The 4-H’er’s profile will appear. The Personal Details and Contact Info is exported from 4hOnline. If you’d like to make changes, please log into your 4hOnline account at https://iowa.4honline.com
8. Click ‘Continue to Entries’.
9. Click ‘Add an Entry’ to the right of the exhibitors name. Make sure you have a fair book ready to help guide you through the exhibit entry process.
10. Click ‘Select’ next to the Department you would like to enter. To enter a Static Exhibit (exhibits that are judged and displayed in the 4-H Building), you must click ‘Static’ to view all of the Departments.
11. Click ‘Select’ next to the Division you would like to enter.
12. Click ‘Select’ next to the Class you would like to enter.
13. Review the entry and then click ‘Continue’.
14. Select the 4-H Club which you belong to. Click ‘Continue’.
15. If this is a livestock exhibit, please select the animal that is to be shown. Click ‘Add an Animal’. Select the animal. Click ‘Select Animal’. Click ‘Continue’.
   If this is a static exhibit, include a detailed description of your exhibit. Click ‘Continue’.
16. Review the information. Click ‘Continue’.

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17. You will now have three options:
- “Register another Exhibitor”
- “Add another Entry for this Exhibitor”
- “Continue to Payment”. This function will prompt you to complete the entry process. If you are not completed entering exhibits proceed with one of the first two options.

18. When finished entering exhibits for all the 4-H’ers in your family. Click ‘Continue to Payment’. Review the entries submitted. Click ‘Detail’ for more information. Click ‘Continue’ when ready.

19. The Harrison County Fair does not charge entry fees. Click ‘Continue’.

20. Click ‘Submit’. The staff at the Harrison County Extension Office will review the entries and either approve the entries or send them back to the families with necessary revisions.

Harrison County Extension and Outreach Office
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Email: harrison4h@iastate.edu

Helpful Tips
You will find the Cats Division and Class under the Pets Department.

Static Exhibits are the projects you have worked on to bring to the County Fair and are judged and displayed in the 4-H Building.