



Important Reminders

All **ANIMAL/COMMUNICATIONS/CLOTHING EVENT** entries must be submitted by **June 23**.
 All **STATIC (Non-Livestock)** entries must be submitted by **June 30th**.
 Be sure to complete your entry (including the final "Submit" step) prior to the cut-off date.

This Help sheet can be used for ALL exhibits for county fair. If you are in need of additional help, contact the office at 319-668-1052

Registering Exhibitors

1. Go to

<https://fairentry.com/Fair/SignIn/19114>

Welcome to Fair Entry! This site is designed to make enrolling exhibits in the Iowa County Fair easier than ever. Please log in with your 4HOnline family e-mail and password. If you have any questions regarding Fair Entry, please contact the Iowa County Extension and Outreach Office at 319-668-1052. We will be happy to help in any way we can. It is important that you read all instructions and sections.

** The 2023 Iowa County Fair Book can be found:

** 4-H Entries Help Sheet:

** FFA Entries Help Sheet:

****All Livestock (animal) entries due June 23rd****

~NO LATE ENTRIES~

*Changes can be made on Fair Check-In Day

****Clothing Event and all Communications entries due June 23rd****

~NO LATE ENTRIES~

****Non-Livestock (Static) entries due June 30th****

~Changes can be made on Static Judging Day

You will receive an e-mail when you submit your entry. Make payment to Iowa County Fair and drop it off to the Extension Office. Your entries will be approved once payment is received.

2. 4-H Members (Do not Enter Clover Kids projects (K-3rd grade) in Fair Entry. Click Sign in with 4H Online – GREEN BUTTON. A 4-H Online pop-up box will appear. If you do not see the box appear, check your browser settings to ensure pop-ups are allowed.

Exhibitor and Staff sign-in



Sign in with 4HOnline



If you don't have a 4HOnline account, sign-in with your FairEntry account:

Email

Password

Sign in

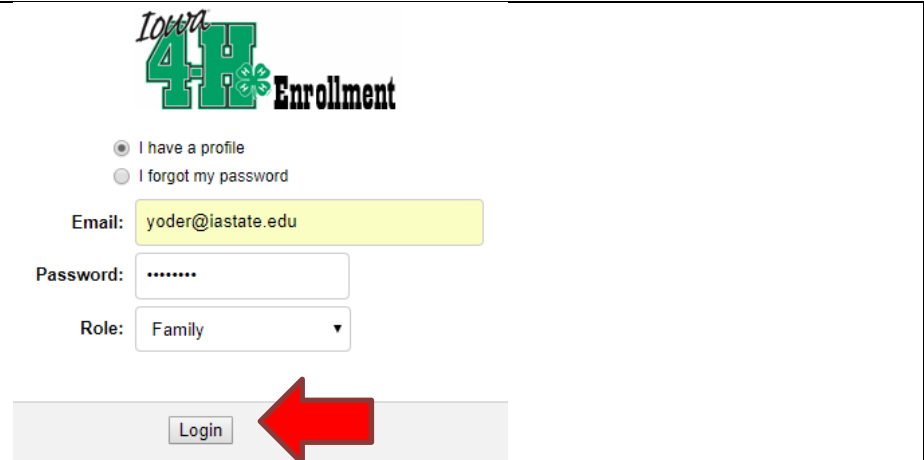
[Forgot your password?](#)

[Not in 4-H and need to create a FairEntry account?](#)

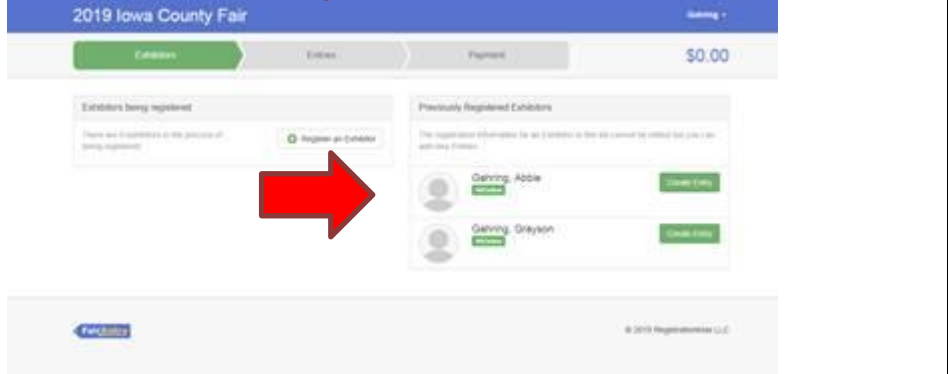


3. FFA Members- click "Not in 4-H and need to create a FairEntry Account" at the Bottom. Or use the same account you created in 2022.

4. Enter your 4HOnline account information to log in. Click Login



5. All 4-Hers enrolled in 4-H online will show up to choose from. Select a 4-Her to register. **DO NOT CREATE AN EXHIBITOR FROM SCRATCH.** Click continue.



6. Additional Questions:

- Exhibitors who are not exhibiting Horses MUST put 0 in units.

1. How many horses are you entering? (You MUST continue on to select through FairEntry registration to select exact department classes.)
*Required

Units (Max 3)

Unit Price	\$10.00
Total Price	\$0.00

7. Animal Substitution

Substitution of Animals at the Iowa County Fair

- When adding animals to you entries, you are not locked in to those exact animals
- A different animal can be substituted during fair check-in as long as it was properly ID'ed in 4hOnline.

8. Showmanship Classes in ALL Species

Showmanship Classes:

- No pre-entry is required.

9. Review your exhibitor information. If any information is incorrect, click the green Edit button in the appropriate group to change it. When all information is correct, click Continue to Entries.

Creating Entries

Each exhibitor can have multiple entries. One entry must be made for each item, animal, class, etc. For example, if an exhibitor is bringing 2 photographs, two entries into the photography class must be created. If an exhibitor is showing one horse in 5 events, five class entries must be created. Once all entries have been created for the first exhibitor, you have the choice of creating another exhibitor in this family (and entries) or proceeding to check-out. **Do not need to make an entry for showmanship classes.** Once you submit your entries, you cannot go back in and edit them – The Extension Office will have to go in and edit. Contact the Extension Office with any changes to FairEntry.

10. Click Add an Entry beside the correct exhibitor (if more than one has been created).

11. Click Select beside the first department (species) you wish to enter.

12. Non-Livestock is listed under Static Exhibits.

- Group Exhibits- One person enter the Group Project and put Group/Club Exhibit in project description field along with the exhibit description.
- Project Description is required for all Static Exhibits.

13. FFA Non-Livestock Projects will also enter under Static

- Project Description is required for all Static Exhibits.

14. Communications:

- Group Exhibits- One person enter the Group Exhibit and put Group/Club Exhibit in project description field along with the Title of the exhibit.
- Educational Presentations
- Extemporaneous Speaking
- Working Exhibits
- Share-the-Fun
- Pride of Iowa
 - Submit recipe by e-mailing Iowa County Extension Staff

15. Clothing Event

- Fashion Revue
- Clothing Selection
- \$20 Challenge
- Innovative Design

This screenshot shows the 'Choose Department and Division' form. It features a blue header and a list of categories, each with a 'Select' button. The categories include: 4-H Building Exhibits, 4-H Communications, Beef, Bucket Bottle Calf, Clothing Event, Dairy Cattle, Dairy Goat, Dog, FFA Building Exhibits, Horse, Horticulture, Meat Goat, Poultry, Rabbits, Sheep, Static, and Swine. At the bottom, there are 'Cancel' and 'Choose' buttons.

This screenshot shows the 'Choose Department and Division' form with the 'Department' dropdown menu open. The 'Static' department is selected. Below the dropdown, there is a list of departments with 'Select' buttons: 101: Animals, 102: Ag & Natural Resources, 103: Creative Arts, 104: Family & Consumer Sciences, 105: Personal Development, and 106: Science, Engineering & Technology. A red arrow points to the '101: Animals' option. At the bottom, there are 'Cancel' and 'Choose' buttons.

16. After you select a department (species), you will see a list of divisions to select from, click select.

Choose Department and Division

Department	Bucket Bottle Calves	Change
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205: Bucket Bottle Calves [Select](#)

[Cancel](#) [Choose](#)

17. Click Choose

Choose Department and Division

Department	Bucket Bottle Calves	Change
Division	205: Bucket Bottle Calves	Change

[Cancel](#) [Choose](#)

18. Once you have selected which class to enter, click select.

Starting an Entry

Department	Bucket Bottle Calves	Change
Division	205: Bucket Bottle Calves	Change

i Select a Class to continue

20550: Senior Members - 1st Year Calf	Select
20551: Intermediate Members - 1st Year Calf	Select
20552: Junior Members - 1st Year Calf	Select

19. After you have selected the class, click the green Continue button

Starting an Entry

Department	Bucket Bottle Calves	Change
Division	205: Bucket Bottle Calves	Change
Class	20550: Senior Members - 1st Year Calf	Change

[Continue](#)

20. Select which club you will be exhibiting under. If this is an FFA project, select your FFA Chapter. After selecting your club, click Continue.

FFA - Clear Creek
 Amana

FFA - English Valleys

FFA - HLV

FFA - Marengo

FFA - Williamsburg

Cancel

21. Click Add Animal. *You may switch the animal upon arrival at the fair if the animal has been properly identified by May 15th.*

Entry Animals

There is no animal in this slot

22. 4-H Entries: All animals entered in 4Honline will appear for the species. Choose which animal to register and Select animal. The animal MUST be entered in 4Honline to appear in Fair Entry.

Adding an Existing Animal

Allowed Animal Types:

- Bucket/Bottle Calf

Test Yoder

Tag: ZIGGY

23. FFA Animal Entries:

- You will enter ALL Animal information. Tag field: List all 840 numbers, 15 digits.
- *You may switch the animal upon arrival at the fair if the animal has been properly identified by May 15th.*

Identifier (Tag)
Animal Type
Breed
Tag
Animal Name
Ear
Birthdate
Sex

24. Verify you have selected the correct animal. Click Continue

Entry Animals

Identifier (Tag)	ZIGGY	4HOnline
Animal Type	Bucket/Bottle Calf	
Breed	Calf	
Tag	ZIGGY	
Animal Name	Ziggy	
Ear	Left	
Birthdate	5/08/2019	
Sex	Male	

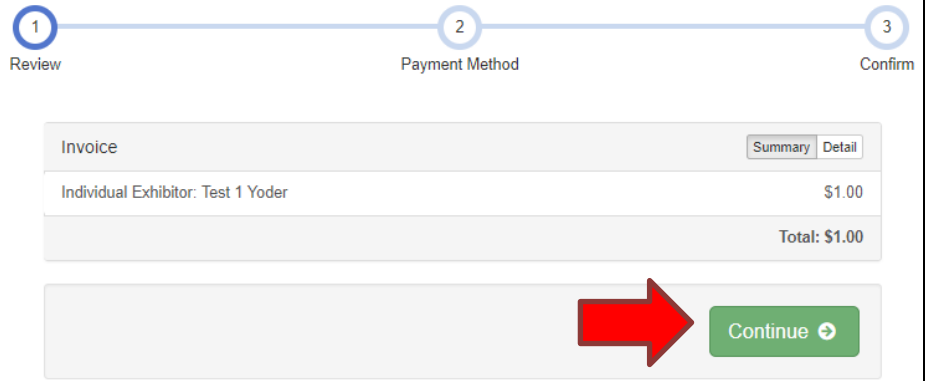
25. You can now enter another entry in a different species, add another entry in this species, register another exhibitor, or continue and submit. Once you have submitted your entry you cannot add more entries to this exhibitor until the entry that has been submitted has been approved. To avoid waiting, enter as many entries for an exhibitor at one time.

What do you want to do next?

For Test Yoder:

Everything looks good!

26. A detailed invoice of charges per exhibitor will appear. Print the invoice and drop off to the Iowa County Extension with payment. Feel free to utilize the drop box by our door to drop off payment after Office Hours.



27. THE LAST STEP! Make sure to Click Submit. If you do not click submit, you will NOT be finished with the process.

