State Fair Livestock Entry

This year, the process for entering State Fair Livestock (and horticulture) is online, within your 4hOnline records.

Deadlines:

- State fair livestock entries close at **11:59 PM on July 1**. To avoid a potentially panic-filled and stressful experience, log in well before that and complete your entries.
- **Checks must be** mailed or taken to your County Extension Office, **(received or postmarked) no later than JULY 2**. Your entry will not be accepted if your money is not received by that time.

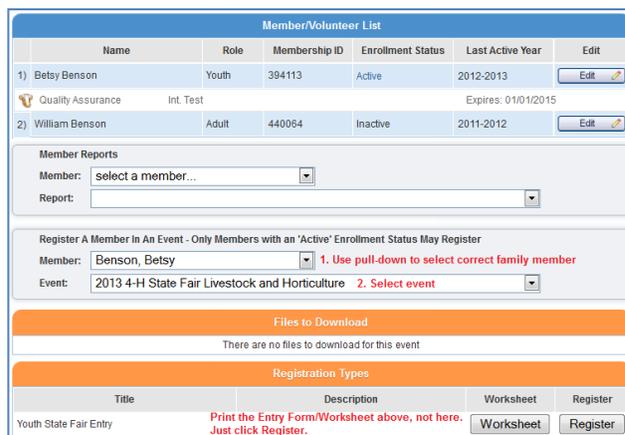**Before logging in to complete your State Fair livestock entry:**

- You may wish to fill out a worksheet, to make the online process go more quickly. The information collected in 4hOnline is the same as the worksheet, which is included as the last page in this document.
- Log in to your record and check that any animals (except poultry) that you intend to bring to the state fair have been properly identified in 4hOnline. Only animals in 4hOnline by May 15* are eligible for state fair entry. (*Market beef – Feb. 1, Rabbits – July 1)
- Also check that the exhibitor has a valid, non-expired FSQA record in 4hOnline (except dogs, horses, and horticulture exhibitors). 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 at right.

After you select both of those, notice the "Files to Download" section. The "Worksheet/Paper Entry Form" link will let you print a paper copy of the entry form if you wish to use that before entering on line. The "Instructions for Entry" link is THIS document.

Under the "Registration Types" section, click Register. The Worksheet button brings up a less useful format of the document in the Download section.
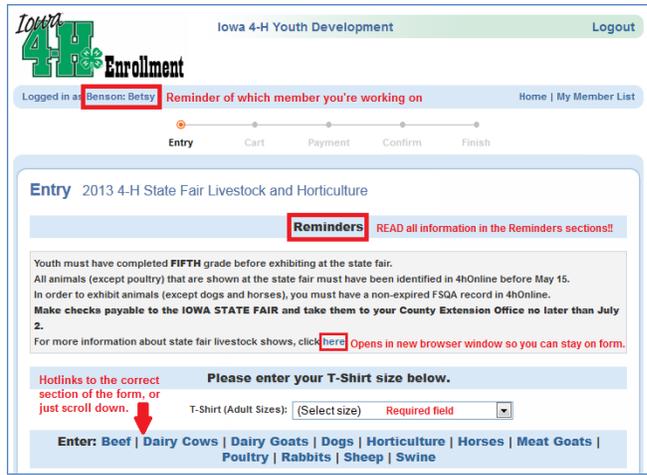
All entries:

At the top of each 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.

The blue bar has quick links to various parts of the form. You can also scroll down using your browser's scroll bar—the form is all contained on one webpage.

Read the reminders listed. Links to other documents/pages will open in a new browser window, enabling you to continue on the form.

T-shirt size is the only required field on the form. Remember that these are the generic adult sizes.

Animal entries, by species

Finishing your entry:

When you have completed entering all of your animals, scroll to the bottom of the entry screen. You'll see a Delete button and a Continue button.

If you use Delete, the entry is gone-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.

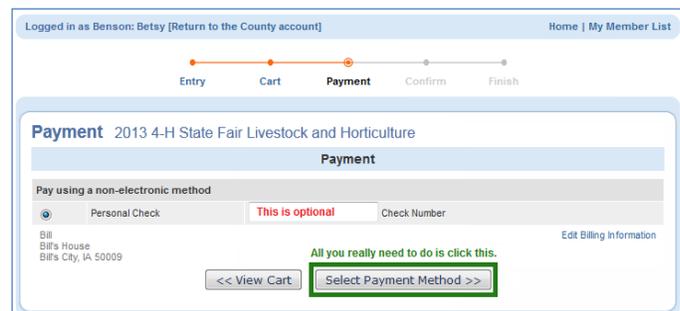***If you click Delete Cart, your registration is permanently deleted and you will have to start over.***
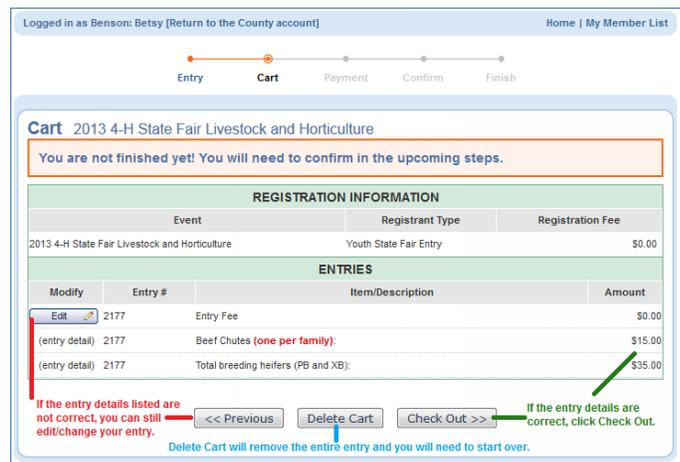
After you click Check Out, you'll be on **the Payment screen.**

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.

You can click on the Print Entry link to print the details of your entry. (Sample below). The detailed receipt will be multiple pages, and will match up with the details you saw listed on the previous (Cart) screen.

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

Finish:

Print an **invoice** that by clicking on the "Print Confirmation" link in the upper right corner of the Finish screen. **Send** the invoice attached to your check to your county Extension Office. **Remember that it has to be postmarked/delivered no later than July 2.**

Your entry is now "pending county approval." Once your check is received, the county will approve it. If you find an error before it's approved, the county can return the entry to incomplete for you to make changes. Once it's approved, it's final and non-editable.

Click Return to Member List to enter another family member.

Beef – **Dairy Cows** – **Dairy Goats** – **Dogs** – **Horses** – **Horticulture** – **Meat Goats** – **Poultry** – **Rabbits** – **Sheep** – **Swine**

Beef

Beef Chutes:

- One per family. No additional chute tags will be given to a family, and no refunds.
- No at-fair sales. If you don't purchase one here, you won't get a tag.
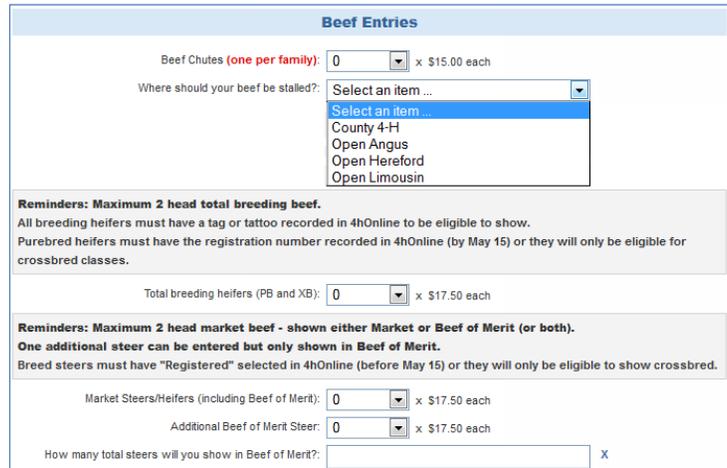
Stalling:

Select "Open (breed)" if your family is also exhibiting in that contest. Otherwise, select "County 4-H".

Breeding Beef:

You may only enter two total heifers. Read the reminders about identification, tags, tattoos, and registration numbers.

Market Beef:

Only 2 animals may be shown in the market beef show. An additional steer may be entered, to be only shown in Beef of Merit (carcass contest). The last box is asking for the total number of steers that will show in Beef of Merit—leave blank if not showing, or enter the number 1, 2, or 3.

Dairy Cattle

In the drop-down list, enter the total number of animals you're entering.

Indicate below how many of those are cows & heifers for stalling purposes.

Enter your Farm Name.

Indicate how many of your 4-H entries are also entered in the State Fair open dairy show. **THIS IS NOT an Open Show entry**, it's only for stalling. Go to http://www.iowastatefair.org to enter open classes.

Dairy Goats

This one's pretty simple! Just select the number of dairy goats you are entering.

Dogs

First, indicate the total number of classes you are entering.

Then, for each class, enter the class number, then the dog name and breed for that class. Continue until you have entered the information for each class (maximum 6).

There is a link for the dog section of the premium book, in case you need to know the class numbers.

Dog Entries

Number of Classes: 0 ▼ x $1.00 each

Enter the class numbers (from the fairbook), dog name(s), and breed(s) below.

Class 1: [   ] X
Class 1 Dog Name: [   ]
Class 1 Dog Breed: [   ]
Class 2: [   ] X
Class 2 Dog Name: [   ]
Class 2 Dog Breed: Total 6 classes can be entered ⬇

Horses

Enter the number of horses you're bringing, and the number of classes you're entering.

If you are entering the **State Fair** Cowgirl Queen Contest, indicate that for stalling.

Horse Entries

Number of Horses: 0 ▼ x $15.00 each

Number of Classes: 0 ▼ x $4.00 each

Did you enter the State Fair Cowgirl Queen Contest?: Select an item ... ▼

Horticulture

Enter the total exhibits that you are bringing.

Enter at least **FOUR**, because there is a minimum entry fee of $1.00. If you underestimate, you can purchase additional entries at the fair.

Horticulture Entries - minimum 4 entries

All horticulture classes: 0 ▼ x $0.25 each

Meat Goats

The maximum number of goats that you can enter is **four** (including does and wethers). You do not need to indicate how many of each you are bringing, just the total number of goats.

Meat Goat Entries

Reminder: Maximum 4 total entries (does and wethers).

Total Meat Goats (does and wethers): 0 ▼ x $3.00 each

Poultry

First, enter the number of classes you are entering. Do not include Market Broilers (if you are bringing those) in that total number.

Indicate whether you are planning to give a poultry presentation.

Enter a class number for each class you indicated above. The class numbers range from 6001 to 6105, and can be found in the premium book.

If you are bringing two birds to enter the same class, enter that class number twice.

Again, do not enter the Market Broiler class in this list.

Poultry Entries

Number of Poultry Classes: 0 ▼ x $1.00 each

Are you planning to give a poultry presentation?: Select an item ... ▼

Enter the class numbers (from the fairbook) below.
If you are entering two birds in the same class, enter that class number twice.
DO NOT enter 6201 (Market Broilers) on this form.

Poultry Class 1: [   ] X
Poultry Class 2: Up to 10 classes can be entered ⬇ X

Rabbits

Indicate the total number of classes that you are entering. That includes all market rabbit classes and all breeding rabbit classes—fancy breeds and commercial breeds. All classes.

For stalling purposes, indicate if your class entries include a roaster, meat pen, or single fryer.

Indicate whether you are bringing a presentation or poster.

Sheep

Breeding ewes:

You can bring no more than 2 ewes of each breed or face color. First select the total number of ewes you are entering, then enter the breakdown of ewe lambs/yearling ewes for stalling purposes.

Market/Performance lambs:

You can enter no more than 5 total market and performance lambs. At least one of those 5 must be a performance lamb (entered and shown). Exhibitors will designate/identify the performance lamb(s) at the weigh-in line.

Swine

Breeding gilts:

No more than 3 of each breed and 3 commercial gilts (total) can be shown.

Market pigs:

You can enter no more than 12 market pigs.