How to Register for Fair (4-H Family)

For the O'Brien County Fair
* Deadline June 29 for Livestock Exhibits
* Deadline June 29 for Clothing and Communication Exhibits
* Deadline July 10 for Static/Non-Livestock Exhibits

Go to obriencounty.fairentry.com

Select your “Sign in with your 4-H Online account” option – GREEN box.

A separate box will pop up where you can enter the login email address and password from 4-H Online.

**Your email address in 4-H Online is:

(If you don’t remember your password, you will need to select the “I forgot my password” option to get a temporary one emailed to you. If your email address has changed, log in using the old email address and change it in 4-H Online.)

Click the “Login” box.

This will take you to the Welcome screen, where you will need to select the green box to “Begin Registration”.

Section 1 – Exhibitors Tab

Choose if you would like to register an individual or a team and click the green box.

Choose the dot next to the name of the 4-H’ers you would like to register and then click the green “continue” box.

Review the exhibitor registration information.
Make any necessary corrections (using the edit boxes). Remember that any corrections made here DO NOT transfer back to your 4-H Online account.

Click the green "Edit" box under additional questions.

A page showing a question that will need to be answered will come up. You will have to answer them before you are allowed to continue.

When you are taken back to the Exhibitor information page, click the green "Continue to entries" box.

Section 2 - Entries Tab

Click the green "Add an Entry" box to the right of the exhibitor's name.

There are 19 entries belonging to 2 exhibitors in this invoice:

Doe, Jane

#19

<table>
<thead>
<tr>
<th>Department</th>
<th>Clothing Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>Division</td>
<td>123 S10 Challenge</td>
</tr>
<tr>
<td>Class</td>
<td>123S10 S10 Challenge</td>
</tr>
</tbody>
</table>
Click the green "Select" box next to the Department.

*Please reference your O'Brien County Fairbook to determine where your exhibit fits.

Click the green "Select" box next to the division you would like to enter.
Click the green "Select" box next to the class that you would like to enter.

Starting an Entry

Department: Dairy Cattle
Division: 810 Dairy Cattle

Select a Class to continue:
- 81101: Holstein Jr. Heifer Calf
- 81102: Jersey Jr. Heifer Calf
- 81201: Holstein Int. Heifer Calf
- 81202: Jersey Int. Heifer Calf
- 81301: Holstein Sr. Heifer Calf
- 81302: Jersey Sr. Heifer Calf
- 81401: Holstein Summer Yearling

Please make sure that the entry is correct before "Continuing" as you can only change the entry at this step.

If you need to change department, division or class click the "change" and make the correction. If correct click "Continue".
Select the dot next to the 4-H club that you belong to and then select the green “Continue” box.

If required, enter in a description of your entry—please be specific—example “photo” use instead “bear by the river photo” or “heifer” use “brown with white face heifer”.

To finish adding an animal, you select the white “Add an Animal” box.

Entry #20
Doe, Jane
Department: Dairy Cattle
Division: 810 Dairy Cattle
Class: 81101 Holstein Jr.
Heifer Calf

A smaller box with two options will pop up. Choose the green “Choose an Existing Animal Record” box.
Adding an Existing Animal

Allowed Animal Types
- Rabbits

Abigail Sanders
Tattoo 12345

A list of those animals that you have previously ID'd in 4-H Online that are eligible for that class are listed. Select the circle next to the animal you would like to enter. Then select the green "Select Animal" box.

All the information about that animal will be pulled over from 4-H Online, so that you can check to make sure that is the correct animal. If you want to switch to a different animal, click on the "remove from entry" box. If it is correct, click the green "Continue" box.

Select the appropriate course of action.

What do you want to do next?
- Register another Exhibitor
- Add another Entry for this Exhibitor
- Continue to Payment
Section 3 – Payment Tab

Review your invoice, either in summary or detail format. If it looks correct, click the green “Continue” box. If not, go back to the entries tab and fix what you need to.

Instructions to Pay by Check

Please make checks payable to the O’Brien County Fair.
Mail to:
340 2nd St SE
PO Box 99
Spenser, IA 51245

Only check/cash payments will be allowed this year. Please make your check out to O’Brien County Fair. Please print your invoice form and bring in/send in with your payment.

***Payments are due by June 29th.
Confirm your entry one last time. Click the box next to the “I agree to the above statement” and then select the green “Submit” box.

After you Submit

- Make a print screen of this entry before proceeding and make sure they are correct and follow the guidelines set in the 2020 O'Brien County Youth Fair $5 in Premiums and Reflect Book. All fees paid are non-refundable.

I agree to the above statement

You will receive a “Thanks” message. You can choose the button to “Visit Dashboard” to see your entry or “Sign Out”.

You can view the entry summary or details from the dashboard screen.

You will receive an email from Fair Entry after your entry has been submitted.

You will also receive and email from Fair Entry letting you know if your entry was approved or rejected by the Extension Staff. If part of your entry was rejected, a reason will be listed and you will be able to log in and fix the problem before submitting that entry again.

Please contact the O'Brien County Extension and Outreach Office if you have any problems with this process at (712) 957-5045 or xobrien@iastate.edu or sfiddelk@iastate.edu