

Shelby County Fair FFA Family Entry

Important Reminders

- Livestock, communications & event entries are due on FairEntry by 5:00pm June 15, 2018.
- Recommended browsers: Google Chrome or Mozilla Firefox. Older versions of Internet Explorer may cause unexpected results.
- Register all entries for each exhibitor in the family before proceeding to the Payment section.
- Be sure to click the “Submit” button when you have completed your entries. Entries are not final until they have been submitted.
- Check your email inbox for a confirmation email with a list of your entries and any related fees.
- You will receive a second email when your entries have been approved by your fair.

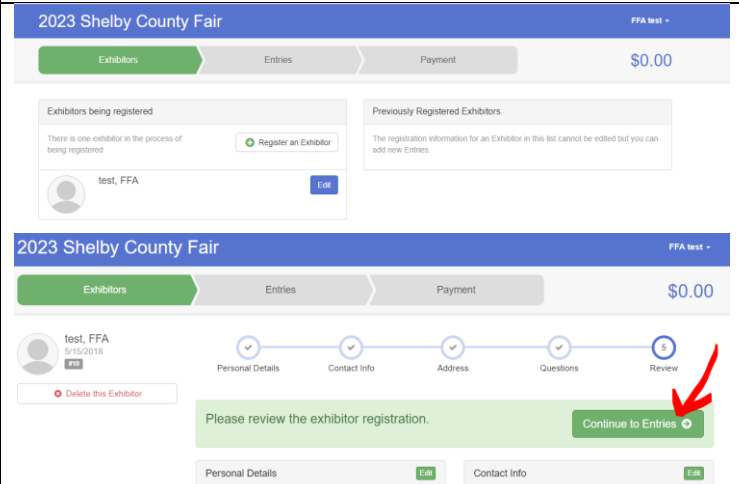
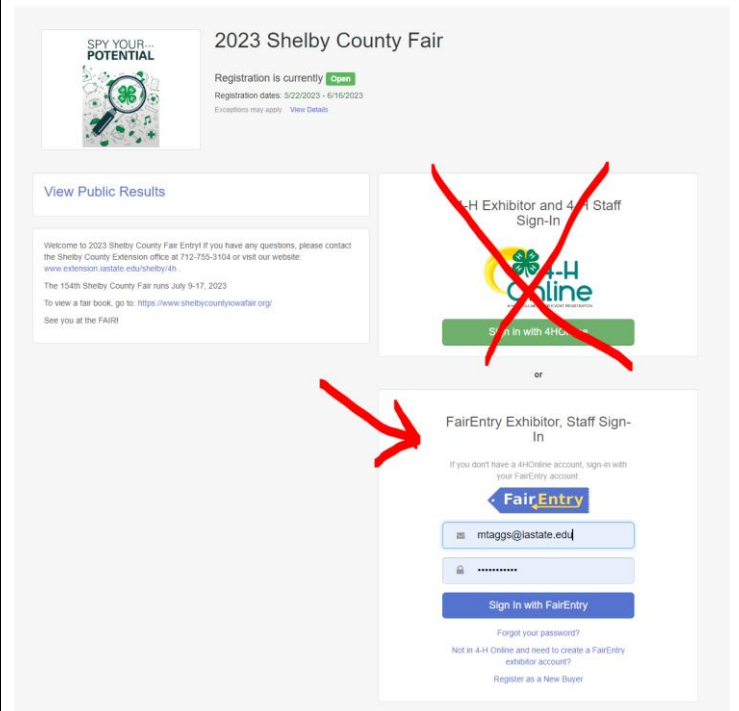
Steps

1. Go to <https://shelbyiowafair.fairentry.com>
2. Click on the blue link at the bottom

“Not in 4-H and need to create a FairEntry account?”

Using an email you check (you will need to receive confirmation emails) create your account.

3. Select the blue EDIT button next to the exhibitor’s name.
4. Then continue to Entries



For previously identified livestock:

1. Select add entry
2. Select the Department (species)
3. Select Class
4. Select the animal
 The animal that was identified will appear one of two ways.
 The lower left corner of your screen OR
 It will ask you to choose an existing animal record.

5. **What do you want to do next?**
 If you still have additional entries for your first exhibitor, click the “Add another Entry” button for the exhibitor listed. Use the steps above to continue your entry process. If you are ready to add entries for your next family member, click “Register another Exhibitor”.
6. If you have added all entries for your entire family, click the green “Continue to Payment” button.

7. **Review Payment**
 An invoice for all entries will be shown. Click the “Detail” button across from “Invoice” for a full description of costs.



<p>Click the green "Continue" button.</p>	
<p>1. Payment Method New for the 2023 Shelby County Fair. Exhibitors may pay by check/cash OR Credit/Debit Card. Credit/Debit payments are online only. Cash/check should be delivered to the Shelby County Extension office by 5:00PM June 19th.</p>	
<p>2. Confirm & Agree After you Submit: Records will be locked to editing awaiting manager approval. Agree to Terms: Read all terms and click the button "I agree to the above statement". Submit: Click the green "Submit" button.</p>	
<p>3. An email confirmation of your submission has been sent to your 4-H Online email. Please check your email to ensure you have received this. If you do not receive an email with a list of everything you have registered for, you have not fully submitted the entries.</p>	<p>Thanks!</p> <p>Thank you for participating in 2018 Pottawattamie County Fair.</p> <p>An email confirmation of your submission has been sent.</p> <p>If the fair management finds any issues with your registration, you will receive another email.</p> <p>Visit Dashboard Sign out</p>
<p>4. Once you have submitted your entries you will not be able to add any additional entries for any family member, until the current entries have been approved by a manager. Once entries have been approved by a manager, you will receive an email stating entries were approved. If an entry has been received incorrectly, you will receive an email letting you know something needs to be fixed.</p>	