

June 8, 2023

Dear Boone County 4-H Family,

This is an important email about the next step in 4-H Fair preparation and there are important deadlines for you to meet. Please read it thoroughly.

There are 2 attachments with this email to assist you with entries

- 1. FairEntry TIP Sheet**
- 2. Fair Entry Registration Guide**

At this point in the 4-H year you have ...

- ✓ Enrolled in 4-H and signed up for projects
- ✓ Added and/or dropped any projects you needed
- ✓ Enrolled any animals you might show at the fair through 4HOnline (excluding dogs and poultry)

So now it is time to tell us what you are bringing to the 4-H Fair!!!

The following information will help you with that process. This is done in an online database called FairEntry. FairEntry is connected to 4HOnline and will carry over your info on what projects you signed up for and what animals you enrolled in 4Honline by May 15th. Keep reading below for important details and check out the links on our webpage for Fair Entry help:

<https://extension.purdue.edu/county/boone/4-H-Youth-Development/boonecounty4hfair.html>

EVERY 4-H MEMBER MUST DO FAIRENTRY...EVEN NO-EXHIBIT!

This is very important! FairEntry is where we keep record of your 4-H project completion, grades and your ribbon placings. So even if you are not exhibiting at the fair this year and are completing a project by “No Exhibit” record sheet, we still need a place to put in your record grade to show you completed. Please see below for more info on doing FairEntry through no-exhibit.

Mini 4-H members will do FairEntry as well. One difference is if a Mini 4-H member is not exhibiting anything this year, they do not have to do the “No Exhibit” requirements explained below.

FairEntry Opens: June 9 – FairEntry Closes: July 3
This includes ALL projects!

If you do not meet these deadlines you will have to sit at one of our computers prior to checking in each project and complete the FairEntry process. We strongly encourage families to make time now to take care of this to reduce stress during pre-fair and fair week.

REMINDERS:

- **Shooting Sports Members-** you must do FairEntry prior to your Final Shoot on June 17 or 24. If not you will not be able to shoot until it is completed.

Remember – DO NOT SUBMIT until you have ALL 4-H members in the FAMILY entered! Once you hit submit you will have to wait for the Extension Office to “accept” your registration before you can put any other projects in. You may start entering members’ information, just do not “submit” until you have completed all 4-H members in the family. If you run into a question, you may skip and go on to another entry and your items will be saved.

Link to FairEntry: <https://fairenter.com/Fair/SignIn/18738>

No-Exhibit Entries

If you have a project that you aren’t going to get completed to exhibit at the fair, but still want to “complete” the 4-H project for the year you still need to do FairEntry so we have a place to track the record sheet grade. If you haven’t completed a 4-H project it is hard to compete the normal project record sheet, which is why we have a record sheet called “No Exhibit Record Sheet”. It is found on EVERY 4-H Project page on our website. The 4-H member must complete this record sheet and turn in NO later than the judging of that specific project. You can drop it off at the Extension Office any time prior to judging. In FairEntry you will select the project and then select “No Exhibit”.

IMPORTANT REMINDERS

You will put what you are bringing to the Fair into FairEntry. You will bring your record sheets, manuals, worksheets, etc. with you to project check-in and turn them in. **If you don’t have them or don’t have them done then you will not be allowed to drop off your project. This is not a new rule and it will continue to be enforced.**

Specifics about Non-Animal Projects

Just a couple notes of things when registering your projects:

- For Fashion Revue Participants you are required to give a description of your exhibit.
- Jr. Leaders need to do FairEntry for the Jr. Leader project so we have a place to put your grade. Your Jr. Leader Advisors will be contacting you to sign up for Fair Shifts.
- For projects in which you can have multiple exhibits (i.e., Foods, Gardening, Photography, Sewing, etc.) please be sure to include any that you might possibly be exhibiting. We would rather have too many exhibit tags for you than not enough.

Specifics about Animal Projects

The very convenient thing about entering animals in the FairEntry database is that all the animals that enroll online in 4HOnline by May 15 will be in the database and the family will just select that animal and select what class it will be shown in.

For those animals that don’t require info to be entered into 4HOnline (poultry, dog, cats, rams, utility goats) you will have to enter a few details about each animal and put each animal in the class(es) you want it to be shown in.

NEED ASSISTANCE?

Please do not wait until the last moment if you need assistance with FairEntry. We will have computers set up at the office if you need to use our technology because you don't have a computer or internet. For this you can stop in during office hours (8 am – 4 pm Monday – Friday).

You may contact us at 765-482-0750 during office hours, if you have questions, we just ask that you refer to the help documents provided first. Thank you in advance for completing this very important task.

FairEntry Help Page: <https://extension.purdue.edu/county/boone/4-H-Youth-Development/boonecounty4hfair.html>

Sincerely,

Andrea Hatfield
County Extension Director