

June 2022

TO: All Hendricks County 4-H Members  
RE: Hendricks County 4-H Fair

Hello 4-H members!

I can't believe Fair is almost here! Included in this packet, you will find a few things:

1. Things to Know to be Fair Ready (Frequently Asked Questions)
2. Project Check-in Process
3. Map of Fairground
4. Check-in Times for Projects
5. Fair Schedule
6. FairEntry Guide for Projects
7. Fair Preparation Check List
8. 2022 4-H Achievement Banquet Invitation

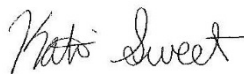
Be sure you read through all of the handouts in this packet. There are some very important updates that you will need! Don't forget you MUST sign up in FairEntry to get your exhibitor admission tickets for fair.

Sign-up for FairEntry opened on June 7, 2022 and is scheduled to close on July 7, 2022. The Extension Office will be open July 7, 2022 until 7 p.m. to provide assistance if needed.

If you have questions about the information in this packet, please contact your 4-H Club Leader, Project Leader, or the Extension Office.

I look forward to seeing you at the 2022 Hendricks County 4-H Fair!

Kati Sweet



Extension Educator  
4-H Youth Development

**PURDUE EXTENSION - HENDRICKS COUNTY**

Post Office Box #7

Danville, IN 46122-0007

Office: 317-745-9260 Email : [hendrces@purdue.edu](mailto:hendrces@purdue.edu)

Purdue University, Indiana Countys and U.S. Department of Agriculture Cooperating

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Extension - Hendricks County

Enclosures

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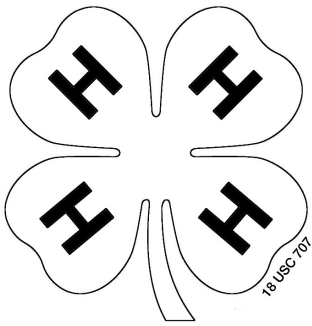
# Livestock Trailers Enter Gate 5

1900 East Main Street  
 PO Box 7  
 Danville, IN 46123  
 317-718-6153  
 www.4hcomplex.org

## FAIR PARKING

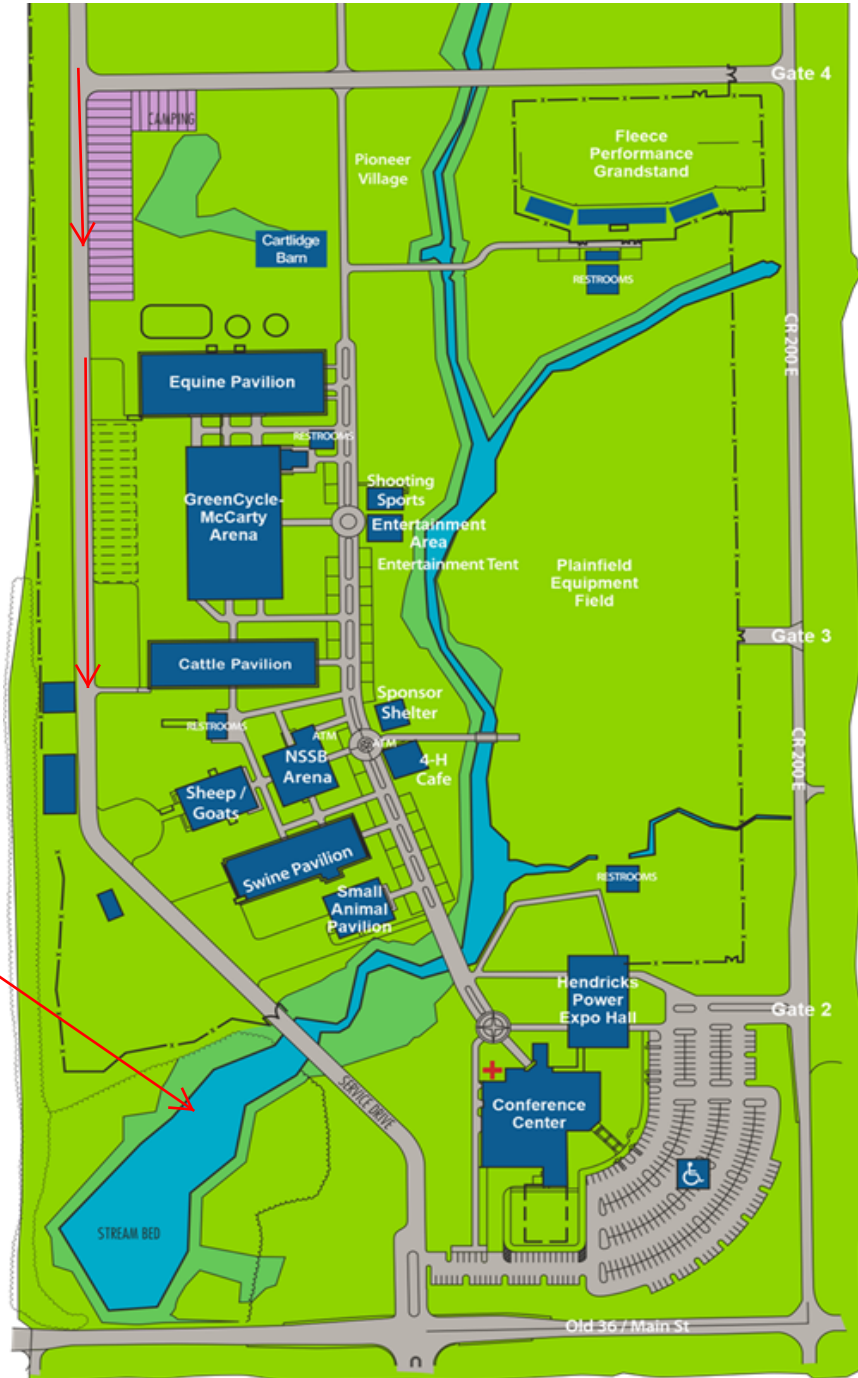
Be sure to check the schedule for all check-in times for indoor and livestock projects (enclosed).

\* Completion Card and YQCA Check Point



**Livestock Pass Parking (NO TRAILERS)**

The Extension Office will be open during the week of the Fair from 8 a.m. to 4 p.m. (Monday through Friday) and Sunday from 1-5p.m.



**General and Handicap-Accessible Parking (Fair)**

**FAIR PARKING**

**Parking for Project Check-In (Pre-Fair)**

# Things You Need To Know To Be Fair Ready

(Frequently Asked Questions)

## What is a RECORD SHEET and what do I do with it?

Your Record Sheet for each project is a summary of what you have learned this year in 4-H. You will need to take it to your 4-H Club leader to get their signature. They will then return it to you for you to keep. Some of these record sheets are in the back of your workbook (example: Foods), while others are separate from the books (example: Shooting Sports). For some projects, the activities in the book may serve as the record sheet. If you have questions about what Record Sheet you should have, please talk with your 4-H Club Leader/ Project Leader. Be sure to check the 2022 4-H Handbook for requirements as well!

## What is the purpose of the MY RECORD OF 4-H ACHIEVEMENT Card (also called 'white card') and where do I turn it in?

The MY RECORD OF 4-H ACHIEVEMENT is the official record of your participation in projects and 4-H activities within the 4-H Program. Each year you will update this sheet with information about projects/activities you have completed for the current year. **It is important that you fill this out** because the information that you add helps you qualify for scholarships and awards throughout your 4-H career! This year you must turn this into your 4-H Club Leader by Wednesday (July 20, 2022), or sooner depending on what your Club Leader decides. The Club leaders will turn-in ALL of the ACHIEVEMENT CARDS to the Extension Office by Thursday, July 21<sup>st</sup> at 12:00 (noon). Also, it is a smart idea to keep a copy of this card for your records!

## What is an exhibit COMPLETION CARD?

Your completion card is your "pass" to judging. This small salmon colored card confirms the fact that you have completed the requirements listed in the 4-H Handbook in order to exhibit your projects. In order to get your completion card, you will meet with your club leader, show them your completed record sheet/workbook and they will sign your exhibit COMPLETION CARD. You will need to bring your completion card with you for check-in, judging, and other events where it is required. A good practice is to take a picture of the front and back of your exhibit *Completion Card* with your phone after being signed by your Club Leader. That way, it can always be with you if you have your phone! **You must have it with you for check-in (both indoor and livestock projects)!**

## FairEntry? What's that and what do I need to do with it?

FairEntry is the second step to 4-HOnline. This is the system we use to match you as a 4-H Exhibitor to your projects as well as: identify projects, create project exhibit tags, and track ribbon placings. This system helps us (Extension Office) have a better idea of what projects are actually coming to Fair. For example, if you signed up for Photography on 4-HOnline, you will be asked to provide more specific information on FairEntry. What you choose in FairEntry might be something like this: *Photography then choose the LEVEL Intermediate, Black & White Salon Print then provide a description: Picture of a monkey.* ALL projects must be in FairEntry by July 7<sup>th</sup>.

Several livestock species also use FairEntry for Stall Cards. That means if you have 15 sheep signed up on 4-HOnline, but only plan to bring 2. you will only register the 2 sheep you plan to bring in FairEntry. Check out the FairEntry handout in this packet for more information.

## I'm all done with my project-now what?

Congratulations! All of your hard work has paid off! After meeting with your Club Leader to get their signature on your EXHIBIT COMPLETION CARD, turning in the form titled MY RECORD OF 4-H ACHIEVEMENT to your Club Leader and filling out your FairEntry information, it is time to check in your project! Be sure to check the Fair schedule for project check-in times. You will also need to go to the Extension Office **after July 10<sup>th</sup>** to get the exhibit tags for your indoor project(s).

There are three options for exhibition and judging:

1. **Bring your project** to project judging and have it judged with you present. \*This is the preferred method.
2. **Drop off and Judge** (Indoor Projects). Drop off your project for judging. You may then either talk with the judge via ZOOM or will receive feedback after the Fair if you are not able to discuss the project with the judge.
3. **100% virtual judging** is available for those youth needing this accommodation. If you would like your exhibit to be judged virtually, please contact the Extension Office to discuss accommodations. We need advance notice for this to happen.

## What is a project exhibit tag?

- **INDOOR EXHIBITS:** An exhibit project tag is a *paper card that measures 5" x 3"* which provides information about you and your exhibit. These cards will be placed on the **OUTSIDE** of each project in the bottom **right-hand corner** (posters, notebooks, displays, etc.). These tags will have a barcode that will need to be scanned. Be sure to leave extra room on your poster/ project for this tag. Again, this year, we will generate project tags in the Extension Office from information in the FairEntry system. Individuals with projects which have been entered into FairEntry on or before July 7, 2022 can begin to pick-up exhibit tags after July 10<sup>th</sup>.
- **LIVESTOCK EXHIBITS:** Livestock exhibitors will receive their animal cards at **livestock check in** (if their species use them).

## I sold enough flowers this spring to get 4-H Co-Alliance Café Flower Bucks to use at fair-how do I get those?

If you are a 4-H'er and sold \$100 or more in plants this past spring, you qualify for Flower Bucks! For every \$100 sold in Flowers, you will receive \$5 Flower Bucks. Your Flower Bucks will be good at the Co-Alliance 4-H Café during Fair. Flower Bucks can be picked-up from the Extension Office starting July 10<sup>th</sup> and throughout the Fair.

## What is the 4-H Handbook, and where can I get it?

The Hendricks County 4-H Handbook provides exhibit/ project guidelines for submissions in the 2022 County Fair. You should refer to the handbook when completing your project. You can pick-up a handbook in the Extension Office or find it our website at:

<https://extension.purdue.edu/county/hendricks/>

## I'm a livestock member and I have enrolled my animals on 4-H Online and FairEntry. When do I bring them in?

- Check the LIVESTOCK SCHEDULE to make sure you have the right day/time to bring your animals in!
  - **ALL LIVESTOCK** must be entered in FairEntry **prior** to bringing animals to the barn.
  - Bring the following when you check-in your animals:
    - Completion Card- signed by your club leader
    - Certificate of completion for YQCA if not uploaded into FairEntry (Youth for the Quality Care of Animals As a reminder-YQCA applies to the following animals (not MINI 4-H participants): Beef Cattle, Dairy Cattle, Sheep, Goats, Rabbits, Poultry and Swine.
  - **YQCA** training must be completed **before** bringing your animals to the Fair. There are three options listed below on how to have your completion certificate ready at the time of livestock check-in:
    - Please up-load a copy of your certificate to FairEntry
    - Print out the certificate and bring it with you to the Fair
    - Take a picture on your phone and have this ready to present at the Fair
  - If **you** (the exhibitor) are unable to be at check-in, provide the person bringing your animals with the above items required for check-in
- Remember**, part of having an animal at the Fair is being responsible for their wellbeing. That means your cage/pen should be clean and your animals should have plenty of food and water. It gets hot out and animals need to stay hydrated just like you!

## What do I need to know about Fair Tickets and Parking Passes?

### Fair Tickets:

- Tickets this year will be digital. **This means they will be e-mailed to the exhibitor address you have in FairEntry.** They will not be e-mailed out before July 10, 2022. They will come from the e-mail address: [fansupport@hometownticketing.com](mailto:fansupport@hometownticketing.com). If after July 10<sup>th</sup>, you don't see them in your e-mail, please check your SPAM folder to see if they were routed there by mistake
- Fair Tickets will be good for **1 entry (or scan) per day.**

### Who gets a Fair ticket:

- **4-H Members:** Each 4-H participant, including Mini 4-H participants who are over the age of 9 years-old that have at least one entry for the County Fair in the FairEntry system will get a ticket for each day that the Fair is operating. Additionally, each Participating 4-H "Family" will get 2 additional tickets for parents/guardians for each day that the Fair is operating.
- Children under the age of 9 years-old (including those in Mini 4-H) are not required to present a ticket to get into the Fair.

### Parking Passes:

There will be **no parking passes** this year **EXCEPT** for those that are showing livestock. Livestock members may pick up a **Livestock Parking Pass** at the Extension Office after July 10, 2022. This pass will allow parking **ONLY** in the area designated Livestock Parking. **NO LIVESTOCK TRAILERS are allowed on the fairgrounds during fair (with the exception of check-in and check-out).** The Livestock Parking Pass **Will NOT** allow entrance to the Fair. Your Fair Ticket allows access to the Fair. Handicap-accessible parking is available in the paved parking lot at the front of the **Conference Complex** closest to the Extension Office.

## On the Fair Schedule, I see a "4-H'er Round-Up"- what is that?

4-H'er Round-Up is the Friday of fair and it is open to ALL 4-H Participants (Mini 4-H too!). It will be held at 12:30 p.m. on the Friday of Fair outside the Grandstands. You *must bring* your COMPLETION CARD with you in order to participate. This FUN day may include dirt, water, slime and more! Come ready to get messy and have fun with other 4-H Participants. It's a great way to celebrate your hard work!

## What is the difference between the Fair Office and the Extension Office?

- The *Extension Office* is in the main building of the 4-H Complex on the Fairgrounds. It is open daily from 8 a.m. to 4 p.m. throughout Fair (with the exception of Saturday and Sunday). This is where you picked up any workbooks and poster boards before Fair.
- The *Fair Office* is in the NSSB Arena and is open all day during the fair. This is where you go if you get lost, have Fair related questions, or need other information related to the Fair itself. The Fair Office is open from 8 a.m. - 9 p.m. during the Fair.

## When do I pick up my projects?

You will be able to pick up your projects on Saturday, July 23<sup>th</sup> from 7-9 pm. This goes for all indoor projects (including Mini 4-H). If you are unable to pick your projects up during that time, please make arrangements with other friends/family members to have them pick your project(s). **All left over projects will be discarded unless other arrangements have been made.** Certain projects (but not all projects) this year will be kept at the Extension Office and taken to the Indiana State Fair on the 4-H members' behalf. See the next question/ answer.

## What if my project has a State Fair sticker on it?

Congratulations!! If your project has a State Fair sticker on it, it means you are eligible to take that project to the Indiana State Fair! You will need to stop by the Extension Office during the Fair (beginning Friday morning) and pick up your State Fair Packet. Some projects will be taken to the State Fair for you to help cut down on the amount of people checking in projects. Large, fragile, and/or special projects that require special set up or care will need to be taken by the 4-H participant and/ or their family member or representative. We will provide more information when you pick up your State Fair packet.

## What is the Achievement Banquet?

4-H participants work hard all year long and we would like to take some time to recognize them as well as our many volunteers. We do this at the Achievement Banquet which takes place **Sunday, July 24<sup>th</sup> at 1 p.m. in the Hendricks Power Expo Hall.** We also celebrate special award winners at this time. The cost will be \$5 *at the door* for everyone with the exceptions of 9-year seniors, 10-year members, Grand/Reserve Grand Champion Winners of indoor projects, club leaders, project leaders/advisors, special award winners, Youth Council Members, and Fairboard members who all get in free. A meal is provided for all who attend.

**If you have additional questions, talk with your Club Leader or contact the Extension Office – 317-745-9260.**



**In-Person Project Check-In (Indoor Projects)**

This is the preferred method of bringing in projects. This allows youth to be present and talk with the judge(s) about their project(s). Please complete the following steps for bringing in your projects to be judged during their designated times:

1. Once you arrive, there will be two options –
  - a. If you have picked up your project exhibit tag(s) from the Extension Office and have them attached to your projects, you will go straight to the check-in table.
  - b. If you entered your information on FairEntry, but were unable to pick up your project exhibit tag(s) from the Extension Office, you will go to the “Tag Pick Up” table to pick up your project tags for your exhibits. You will then be able to go to the check-in table.
2. Once you reach the “Check-in” table, you will show your exhibit completion card. A Jr. Leader or volunteer will scan your projects to check you in and then you will find the judging area for your project(s). **You MUST have your completion card with you at check in or have a copy of it on your phone (front and back)!**
3. When you get to the judging area that will judge your project(s) you will need to wait for your turn to be judged. We will have signs showing where the judging areas will be. General locations are included in the enclosed handout.
4. After talking with the judge, you may be told what ribbon you received. They WILL NOT tell you if you placed Champion or above. You must come back to the Hendricks Power Expo Hall during fair to find out if you placed higher than a blue!
5. Once your turn is done, you will leave your project there, take your completion card, and go to the next project judging area if you have other projects, or leave if you only have one project to check in.

**Drop Off Check In (Indoor Projects)**



This method is for youth who would still like their projects physically displayed at the fair, but may not be able or are not comfortable participating in in-person judging. Projects that are dropped off will have the option to do a Zoom with their judge during designated judging times.

1. If you are just dropping off your project to be judged, you may do so on Monday, July 11<sup>th</sup> from 4-6 p.m.
2. You will need to have a project exhibit tag on your project. If you do not have one, you will need to follow Step #1 listed above in the In-Person Project Check In to get your tags.
3. **You MUST have your completion card with you at check in or have a picture of it (both sides) on your phone!**

**Virtual Check In (Indoor Projects)**

While we are encouraging in-person participation this year, we understand circumstances are different for everyone and have accommodations available. Please contact the Purdue Extension- Hendricks County Office if you need to exhibit and be judged in a 100% virtual way this year.

**Project Exhibit Tag Example:**

|   |                    |
|---|--------------------|
| <b>#000</b>   |                    |
| <b>Projects / Levels/Divisions:</b><br>67012: Needle Craft (CR) / Exhibit Hall: Crafts (CR) |                    |
| <b>Entry Description:</b><br>Counted cross stitch pig picture                               |                    |
| <b>4-H Age Division: Teens</b>  |                    |
| <b>Grade: 12</b>  | <b>4-H Age: 17</b> |
|          |                    |
| PRP LAV ORN BLU RED WHT GRN   |                    |
| <b>Exhibitor</b>  | <b>#00</b>         |
| <b>CLOVER, SAMMY</b>  |                    |
| <b>County: Hendricks</b>  |                    |
| <b>Club:</b>  | 4-H Club Name      |
|        |                    |

-continued-

## Project Check-Out (Indoor Projects)

Project Check Out will be done a bit differently this year in order to try and cut down on the amount of projects that go missing or do not get picked up. Please note the following information:

- Project Check-Out for indoor projects will be **Saturday, July 24 from 7-9 p.m.** in the Hendricks Power Expo Hall. If you are unable to pick your projects up, please make other arrangements for them to get picked up.
- You will NOT be able to check your projects out early.
- Before taking your project(s) out of the Hendricks Power Expo Hall, you (or your representative) will be required to sign-out your project(s) at one of the Check-Out Stations. We will have several stations set up and projects can be checked-out at any of the stations. This will help us have record of who picks up projects should there be a question after fair about projects.
- Projects NOT PICKED UP will be discarded unless other arrangements have been made.
- Any projects that our office will be taking to State Fair will be collected and brought to our office on Saturday afternoon. State Fair entries that families will need take on their own will remain in the building for you to pick up during the designated time. These projects will be noted on the check-out sheet as well as on individual projects.
- State Fair packets will be available during Check-Out time in addition to the Friday and Saturday during fair.

## Project Check-In (Livestock Projects)

In order to help Livestock Check-In run smoothly, please use the following steps:

1. All livestock need to be entered in FairEntry before getting to the Fair.
2. Make sure you have uploaded your YQCA certificate on FairEntry and/or bring a copy or photo of your YQCA certificate with you (if YQCA is required for your species).
3. Make sure you have any registration/vaccination paperwork you need.
4. **Review the Fair Schedule before coming with your animals.** Bring your animals **ONLY** at the designated time and to the designated barn.
5. Make sure you have your **SIGNED** exhibit completion card to show the 4-H Council representative at check-in. If you personally will not be bringing your animals, make sure whomever is bringing your animals for you has your completion card. **You MUST have your SIGNED completion card with you at check in, or a picture of it (front and back) on your phone/email!**

We realize that several species check in at the same time and some during other livestock shows. We want to be flexible to help you if you have to juggle multiple species. Please contact us at [hendrces@purdue.edu](mailto:hendrces@purdue.edu) to discuss your situation and talk about options for you.

## Project Check-Out (Livestock Projects)

In order to help the Fair run smoothly during livestock check-out, please take note of the following:

- Plan on taking your animals home during the designated time on the schedule.
- **NO EARLY RELEASE** of animals will be given unless note otherwise (such as State Fair animals).
- Make sure your stall/pen is **completely cleaned** before you leave!!

### Completion Card Example:

This is what you will need to bring with you to check-in for all projects (indoor and livestock). For 2022, it is SALMON colored. Talk with your Club Leader to find out more information.

|   |                       |             |
|---|-----------------------|-------------|
|  | <i>YOUR NAME HERE</i> | <i>2022</i> |
| Has met the requirements for completion of 4-H in Hendricks County for 2022.        |                       |             |
| <i>CLUB LEADER SIGNS HERE</i>   | <i>Kati Sweet</i>     |             |
| 4-H Leader's Signature  | Extension Educator    |             |
| Date: _____   |                       |             |

# Fair Preparation Check List

This is to be used as a starting point for you. We realize that you have more steps or less steps to complete. This is to act as a guide to get you going. Please contact the Extension Office if you have questions: 317-745-9260 or [hendrces@purdue.edu](mailto:hendrces@purdue.edu)

## BEFORE FAIR & PRE FAIR

## FAIR & AFTER FAIR

|  |   |
|--|---|
| <input type="checkbox"/> Get manuals and record sheets from the Extension Office   | <input type="checkbox"/> During Fair, be sure to check out all of the Exhibits in the Hendricks Power Expo Hall and around the Fair!                    |
| <input type="checkbox"/> Attend Club meetings to learn expectations from club leaders  | <input type="checkbox"/> See what projects you may want to take next year and get ideas!  |
| <input type="checkbox"/> Complete necessary paperwork for project (record sheet, activities, manual, etc.)   | <input type="checkbox"/> Visit the numerous activities at the 4-H Fair (4-H Café, etc.)   |
| <input type="checkbox"/> Enter projects into FairEntry by July 7th to get your tickets. (both livestock and non-livestock)   | <input type="checkbox"/> If you show livestock, make sure you check your animals in at the right time and at the correct location                       |
| <input type="checkbox"/> Continue working on projects until completed. For guidelines and rules, see 4-H Handbook!   | <input type="checkbox"/> Take care of your animals during the Fair! Make sure they have plenty of water to stay cool!                                   |
| <input type="checkbox"/> Pick up poster board, poster sleeves, and reference sheets at the Extension Office for your projects!                                     | <input type="checkbox"/> Get your 4-H Achievement Banquet Ticket at the Fair office before Friday of fair!  |
| <input type="checkbox"/> Stop by the Extension Office to pick up your project exhibit tags (after July 10)   | <input type="checkbox"/> When it comes time to check out your animals, make sure you follow all time frames appropriately!                              |
| <input type="checkbox"/> Receive Completion Card from 4-H Club leader by showing your completed manual/record sheets   | <input type="checkbox"/> If your indoor project is selected to go to State Fair, please stop by the Extension Office beginning <i>Wednesday</i> of Fair |
| <input type="checkbox"/> Complete your Record of Achievement and turn in to your club leader by designated time  | <input type="checkbox"/> Pick up your indoor projects during project check out (Saturday, July 23, 2022 from 7-9 pm)                                    |
| <input type="checkbox"/> Read all mailings, newsletters, emails, and any other communique from the Extension Office  | <input type="checkbox"/> Attend the 4-H Achievement Banquet on Sunday, July 24th at 1pm   |
| <input type="checkbox"/> Prepare for project check-in and judging day (completion card, projects, and project tags)  | <input type="checkbox"/> Rest, relax, and prepare for next year!  |
| <input type="checkbox"/> Show up with completion card, projects, and project tags on the day of judging  | <input type="checkbox"/>  |
| <input type="checkbox"/> Check in on the day your projects are to be turned in! See other handouts in this packet for more details.                                | <input type="checkbox"/>  |
| <input type="checkbox"/> Make sure your project exhibit tags are in the bottom, right hand corner of your exhibits. One tag per exhibit piece                      | <input type="checkbox"/>  |
| <input type="checkbox"/> Plan on talking with the judge about your project. This will help both you and the judge!   | <input type="checkbox"/>  |
| <input type="checkbox"/> Once judged, leave your project with that station and head to the next one.   | <input type="checkbox"/>  |
| <input type="checkbox"/> Uploaded your YQCA certificate on FairEntry AND bring a copy or photo with you to livestock check-in *if this applies to you/ your animal | <input type="checkbox"/>  |







**Register for the Hendricks County Fair:**

**\*\*Please register between June 7, 2022 and July 7, 2022 on FairEntry. You MUST register on FairEntry in order to receive your entrance tickets to the 2022 Hendricks County 4-H Fair!**

1. Go to <http://hendrickscounty.fairentry.com/>
2. Select your "Sign in with your 4-H Online account options – the **GREEN** box
3. A separate box will pop up where you can enter the login email address and password from 4HOnline.  
*(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 4HOnline.)*
4. Click the "**Sign-In**" box- this will take you to a **WELCOME** screen. Then select the green box to **BEGIN REGISTRATION**
5. Choose to register an **INDIVIDUAL**
6. Choose the dot next to the name of the 4-H'er you would like to register and then click the green "**continue**" box.  
*Please do not create any exhibitors from scratch, as you will not be able to add exhibits for the projects you are enrolled in.*
7. Answer any required questions and review the exhibitor registration information.
8. Make any necessary corrections (using the edit boxes). Remember that any corrections made here **DO NOT** transfer back to your 4HOnline Account
9. If Additional questions are required by your county, complete the questions and then select the green "**Continue**" box.
10. When you are taken back to the Exhibitor information page, click the green "**Continue to Entries**" button
11. Click the green "**Add an Entry**" box to the right of the exhibitor's name
12. Click the green "**Select**" box next to the **Department** you would like to enter
13. Click the green "**Select**" box next to the **Division** you would like to enter.
14. Click the green "**Select**" box next to the **Class** you would like to enter  
*(Check the "Hendricks" 4-H Handbook for exhibition descriptions, requirements and rules)*
15. **Review the selection of the Department, Division and Class.** To correct errors in the Department, Division or Class, click the corresponding 'Change' button. Click the green 'Continue' button to move to the next step.
16. Select the dot next to the **4-H Club** that you belong to and then select the green "Continue" box
17. If required, **enter in a description** of your exhibit and click 'Continue'– *please be specific because this description for non-animal exhibits will be used to distinguish between exhibits, example – don't just type in "photo", type in more description, such as "Butterfly on leaf photo"*
18. Answer any Additional Questions required for that entry and then click the green "Continue" box.
19. When each CLASS ENTRY is complete you will find 3 possible choices for what to do next:  
> Add another Entry > Register another Exhibitor > Continue to Payment and select that appropriate box  
*\*\*\*The payment section is a formality of the system. No payment is needed, but you must go through the steps to submit your entries.*
20. **ANIMAL ENTRIES:** Follow the instructions above from 1-13
21. To register an **animal entry** from 4HOnline, you will select the white "add an animal" box during the entry process.
22. A list of those animals that you have previously identified 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.
  - To enter *Cat, Dog, or Poultry/ Pigeons/Waterfowl* animal, please select "Enter a New Animal Record", and complete all applicable fields on the screen.
  - All of 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. Then you will be taken to the Additional Questions page listed in step #18 (above).
23. **PAYMENT SECTION: Review your invoice**, either in summary format 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.
24. Select the green "**Continue**" box. *\*\*There are no fees for 4-H exhibits.*
25. **Review and Confirm your entries one last time.** You can see a summary of exhibitors in your family, or their entries in detail. Make sure all entries for each exhibitor in your family are listed before you submit the entries.  
**\*\*NOTE: Once you hit submit, you cannot edit your entries.**
26. Click 'Continue' once confirmed.
27. Click the 'Submit' button to submit your entries.
28. You will receive a "**Thanks!**" message. You can choose the button to "**Visit Dashboard**" to see your entry.

You will also receive an email from FairEntry letting you know if your entry was **APPROVED** or **REJECTED** by the County Extension Staff. If part of your entry was rejected, there will be a reason listed and you will be able to log-in and fix the problem before re-submitting your entry again.



The Hendricks County 4-H Youth Council would like to invite you to the 2022

# 4-H ACHIEVEMENT BANQUET

SUNDAY, JULY 24 @ 1 P.M.

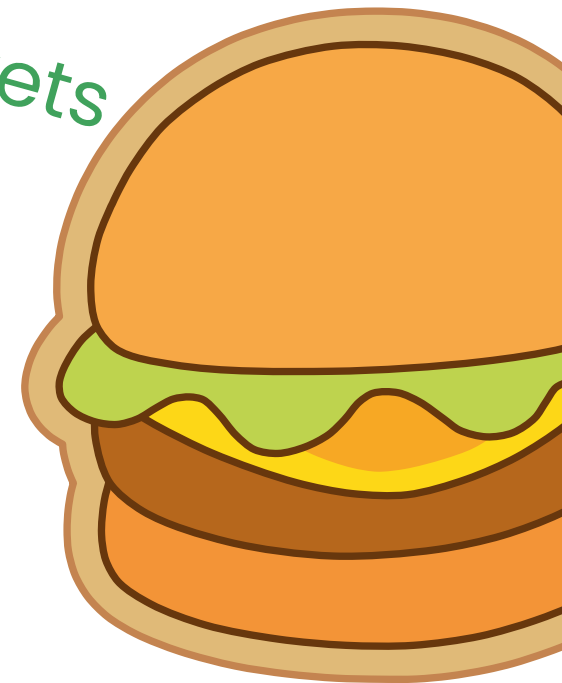
HENDRICKS POWER EXPO HALL

**\$5 AT THE DOOR**

**Meal included!!**

*\*No pre-sale tickets this year!\**

All 4-H members (including Mini 4-H), families, friends, and supporters welcome to attend!



## The following Members & Volunteers will be recognized AND get in FREE!!\*

- 9-year seniors (last year in 4-H)
- 10-year members
- Indoor Project Grand and Reserve Grand Champions
- Foods Project Champions
- Sewing Guild Award Winner
- Cake Decorating Award Winners
- Electric Project Champions of each level
- Woodworking Project Champions
- Specialty Award Winners\*\*
- Youth Council, Fairboard, Extension Board members, and Club/Project Leaders
- Facilities & Extension Staff

\*There will be a check-in list at the door with your name on it if you get in free. Most likely, there will also be a note on your project if you will be getting recognized.  
\*\*Specialty Award Winners will not be known until the day of the Achievement Banquet, but will still get in free if attending.

Thank you to the Hendricks County Beef Cattlemen's Association, Pork Producers, and Extension Homemakers Choral Club for assisting with the meal for the Achievement Banquet.

Please contact the Extension Office if you have questions or would like to discuss dietary needs - 317-745-9260 or [hendrcces@purdue.edu](mailto:hendrcces@purdue.edu).

