



Register for the 2024 Sullivan County Fair Monday, May 20 through Saturday, June 15

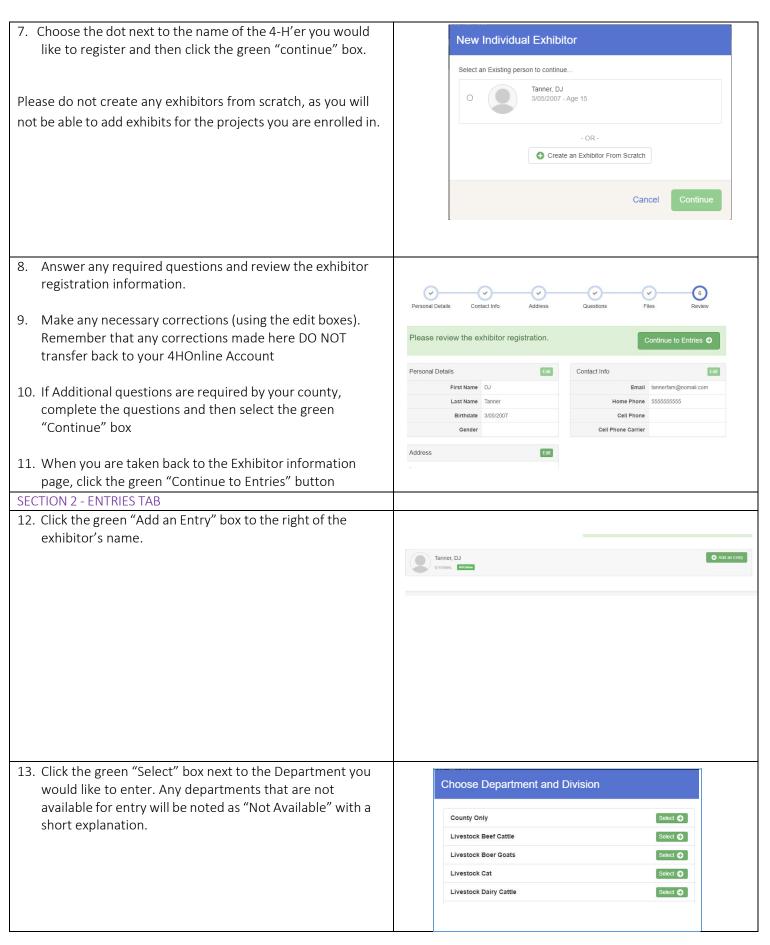
Go to https://fairentry.com/Fair/SignIn/20588 Recommended browsers: Google Chrome or Mozilla Firefox. Older versions of Internet Explorer may cause unexpected results. 4-H Exhibitor and 4-H Staff Register all entries for each exhibitor in the family Sign-In before proceeding to the Payment section. Be sure to click "submit" when you have completed your entries. Entries are not final until they have been submitted. 2. Select the "Sign in with your 4-H Online" option – the **GREEN** box 3. A separate box will pop up where you can enter the login auth.4honline.com/Login?403 email address and password from 4HOnline. State Logo (If you don't remember your password, you will need to Forgot your password 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.) Sign in 4. Click the "Sign in" box. You are connected to TEXAS1-IIS-B Version 2021.7.30.1907 © 2022 - RegistrationMax LLC 5. This will take you to the Welcome screen, where you will need to select the green box to "Begin Registration." Welcome! Thank you for signing-in with your 4-H Online account. Fair Entry or your convenience, the managers of this fair have already imported some of your 4-H Online recor 4H@nline We noticed you haven't yet registered for the fair. **SECTION 1 - EXHIBITORS TAB** 6. Choose the register an exhibitor button and click the \$0.00 green "Individual" box. There is no payment necessary during this process. Do you want to register an Individual



Extension - 4-H Youth Development



How to Register Exhibits for Fair (4-H Family)

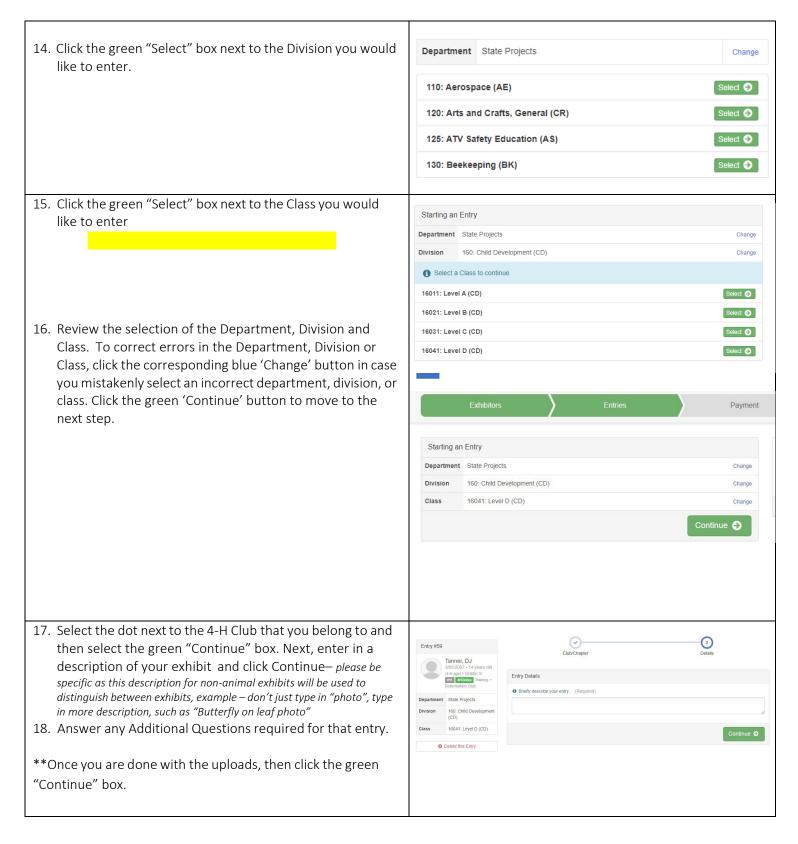




Extension - 4-H Youth Development



How to Register Exhibits for Fair (4-H Family)

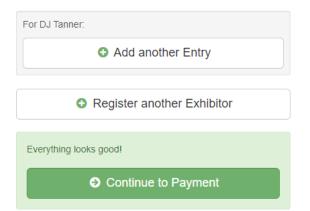






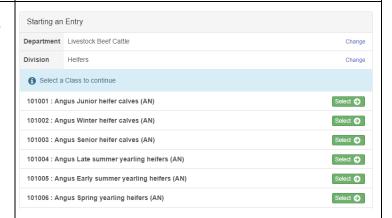
- 19. When each class entry is complete, you have 4 choices for what to do next:
 - a. If this exhibitor has more class entries to make, you can Add another Entry
 - b. If all class entries have been completed for one exhibitor, you can Register another Exhibitor in this family.
 - c. If all entries for all exhibitors in the family have been completed, Continue to Payment to finalize and submit your entries.
- **The payment section is a formality of the system. No payment is needed, but you must go through the steps to submit your entries.

What do you want to do next?

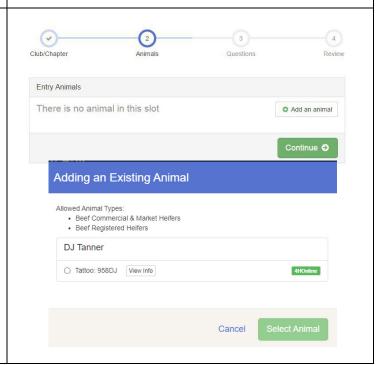


SECTION 3 – Animal Entries

20. The first two steps of selecting a department and division are similar. Once those elections are made, the exhibitor will be asked to first select a class.



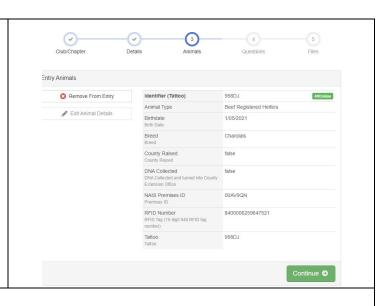
- 20. To register an animal entry from 4-H Online, you will select the white "add an animal" box during the entry process.
- 21. A list of those animals that you have previously ID'd in 4-H Online that are eligible for that class are listed. Select the circle next to the animal you would like to enter. Then select the green "Select Animal" box.
- **To enter a Cat, Dog, Rabbit, or Poultry, please select "Enter a New Animal Record", and complete all applicable fields on the screen.





How to Register Exhibits for Fair (4-H Family)

- 22. 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.
- 23. This then takes you to answer any Additional Questions required for that entry (similar to Step 18).



SECTION 4 - PAYMENT TAB

***The payment section is a formality of the system. No payment is needed, but you must go through the steps to submit your entries. It is best to enter all entries for all exhibitors in your family before completing the Payment and submission steps.

- 26. Review your invoice, in either 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.
- 27. Select the green "Continue box.
- 28. Continue to confirm and submit your entries. NOTE: Once you hit submit, you cannot edit your entries.
- 29. Click the Submit button to submit your entries.
- 30. You will receive a "Thanks!" message. You can choose the button to "Visit Dashboard" to see your entry.

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

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, 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 Sullivan County Extension Office if you have any problems with this process at 812-268-4332.

