

May 19, 2025

Dear 4-H Member:

The Vanderburgh County Fair is right around the corner! Now that you know the projects you plan to exhibit at the fair, we need you to complete one more step in the registration process. The Fair Entry system is designed so that you can enter the exact exhibit or animal you're planning to bring to the fair. For instance, you may have signed up for Photography in 4-H Online. In the Fair Entry system, you will choose the exhibit that you're bringing to the fair, such as a Color Salon Print. This helps us to create labels, judging scorecards, and livestock show bills for the fair. Also, by letting us know which animals you plan to exhibit, livestock superintendents can have an accurate count for setting up animal pens.

Please follow the enclosed instructions to indicate which exhibits you will be bringing to the fair. Fair Entry is now open and will close on **July 1**. Enter at <http://vanderburghcountyin.fairentry.com>.

DEADLINE: JULY 1, 2025

Due to the timing of 4-H summer events, they may have a different deadline than July 1, as shown below. Please see the enclosed flyer for dates of all summer events. We ask that you register the following events in Fair Entry by the following dates:

- **Tractor Driving Contest by May 28** (listed under State Projects – you can choose any or all of the following: Lawn & Garden Tractor Operator Skills, Zero-Turn Radius Mower Operator Skills, and/or Tractor Operator Skills) – *Date of Contest: June 1*
- **Speech & Demonstration Contest by June 27** (listed under State Projects – you can choose any of the following: Demonstration, Informative 4-H Presentation, Professional Persuasive Presentation, or Public Speaking) – *Date of Contest: July 1*
- **Barbecue Contest by June 27** (listed under Exhibit: County Projects) – *Date of Contest: July 1*
- **Shooting Sports Fair Shoot (listed under Exhibit: County Projects) by July 1** – contact Shooting Sports instructors for more details
- **Aerospace Flight Class (Rocket Launch) by July 1** (listed under Exhibit: County Projects) – *Date of Contest: July 25*
- **Fashion Revue by July 7** (listed under State Projects – you can choose Fashion Revue, Sewing and/or Fashion Revue, Consumer Clothing). Be sure to answer the questions about the garment you will be modeling. – *Date of Contest: July 14*
- **Livestock Premium Auction:** If you plan to participate in the Livestock Premium Auction, you do not need to enter in advance in Fair Entry. You will receive an auction card that will be turned in at Livestock check-in that will allow you to participate in the Livestock Premium Auction. You will receive this card in late June or early July in the mail.

Some Helpful Tips as you enter your exhibits:

- When you begin the process, there will be a screen with an invoice. Please do not be alarmed by this. **There are NO additional fees to exhibit projects.**
- If there are multiple 4-H members in your household, add each member **BEFORE** hitting submit. If you accidentally hit submit, let our office know and we can return your records for edit.

- Projects that are eligible for State Fair are listed under State projects with the exception of Garden – this is listed under State Garden. If you will be taking single vegetable, please enter in the County Only Single Vegetable class. They are still eligible for State Fair; however, we do not require you to choose which type of vegetable you are bringing in advance to the county fair. You can find if a project is State Fair eligible in the handbook at <https://extension.purdue.edu/county/vanderburgh/media/2025-handbook-web1.pdf>
- All other projects that are not eligible for the State Fair will be listed under “Exhibit (County Projects).”
- Since you’ve already entered livestock through 4-HOnline, you will link the animal information to the class. This means you won’t need to re-enter the animal information you entered in 4HOnline. Follow steps 20-23 on the enclosed instructions to link your animal to the correct class. **Please only enter what you plan to exhibit – YOU DO NOT NEED TO LIST EVERY ANIMAL POSSIBILITY – only list the animals you plan to bring.**
- Poultry & Rabbits – Pair or Pens will be entered as a single entry. All animals of the pair or pens should be listed under the one entry.

Remember, it is very important that you enter your exhibits through Fair Entry by July 1 to ensure your ability to fully exhibit at the fair. As a reminder, we will be mailing out entry tags so they can be securely attached to your projects at check-in. We appreciate your help in completing this final step. If you need assistance or have questions, please don’t hesitate to contact our office at 812-867-4935 or email Winnie (emcconne@purdue.edu), Tracy (shuttt@purdue.edu), or Susan (englishs@purdue.edu). We are committed to Vanderburgh County 4-H as we all strive to “MAKE THE BEST BETTER!”

Sincerely,



4-H Youth Development Extension Educator

Enclosure: Fair Entry Instructions, 4-H Summer Event Dates



Fair Entry Registration for the Vanderburgh County Fair DUE July 1, 2025

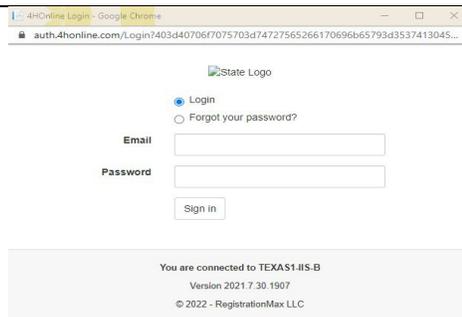
- Go to: <http://vanderburghcountyin.fairentry.com>.
 - Recommended browsers: Google Chrome or Mozilla Firefox. Older versions of Internet Explorer may cause unexpected results.
 - Register all entries for each exhibitor in the family before proceeding to the Payment section.
 - Be sure to click “submit” when you have completed your entries. Entries are not final until they have been submitted. You will receive an email confirmation once they are submitted and approved.



- Select the “Sign in with your 4-H Online” option – the **GREEN** box

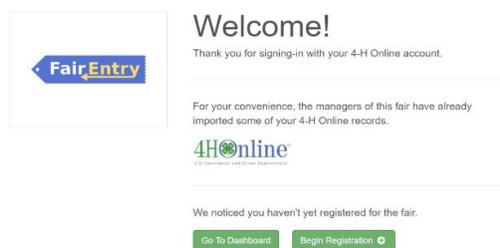
- A separate box will pop up where you can enter the login email address and password from 4HOnline.

(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 4-H Online or contact the office.)



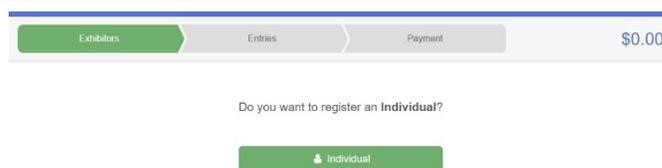
- Click the “Sign in” box.

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



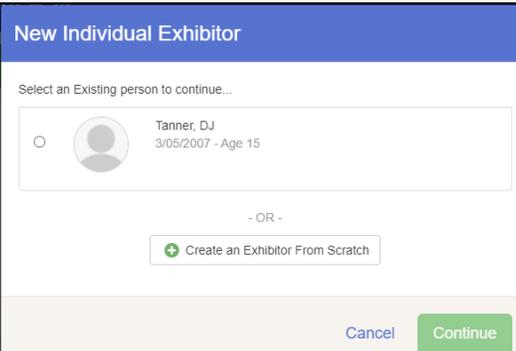
SECTION 1 - EXHIBITORS TAB

- Choose the register an exhibitor button and click the green “Individual” box. There is no payment necessary during this process.



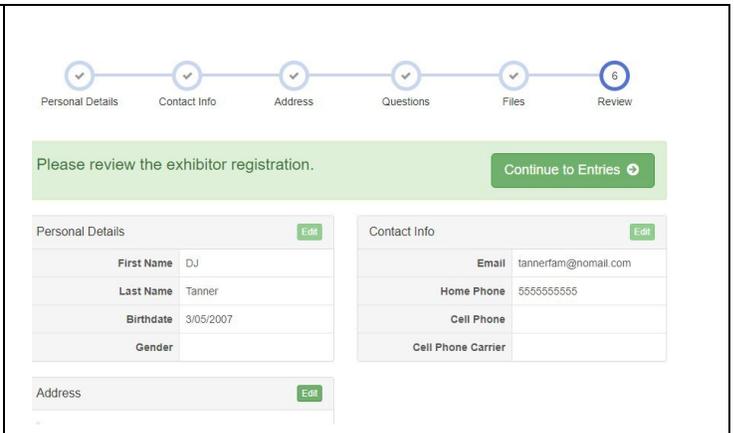
- Choose the dot next to the name of the 4-H'er you would like to register and then click the green “continue” box.

Please do not create any exhibitors from scratch, as you will not be able to add exhibits for the projects you are enrolled in.



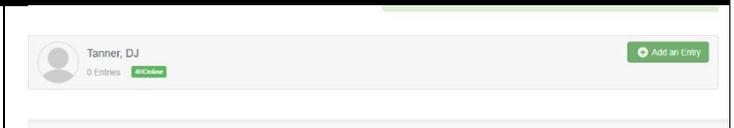


8. Answer any required questions and review the exhibitor registration information.
9. Make any necessary corrections (using the edit boxes). Remember that any corrections made here DO NOT transfer back to your 4HOnline Account
10. If Additional questions are required by your county, complete the questions and then select the green "Continue" box
11. When you are taken back to the Exhibitor information page, click the green "Continue to Entries" button



SECTION 2 - ENTRIES TAB

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



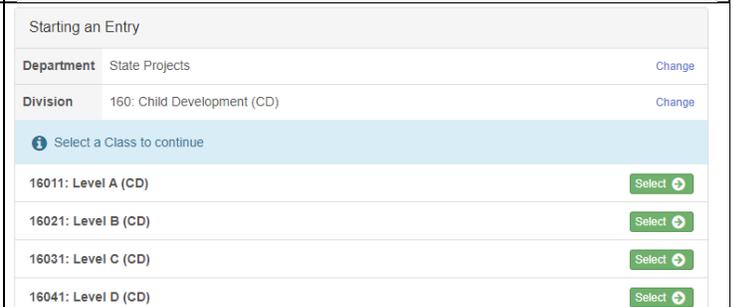
13. Click the green "Select" box next to the Department you would like to enter. Any departments that are not available for entry will be noted as "Not Available" with a short explanation.



14. Click the green "Select" box next to the Division you would like to enter.



15. Click the green "Select" box next to the Class you would like to enter. **(Check the Vanderburgh County 4-H handbook for exhibit guidelines.)**

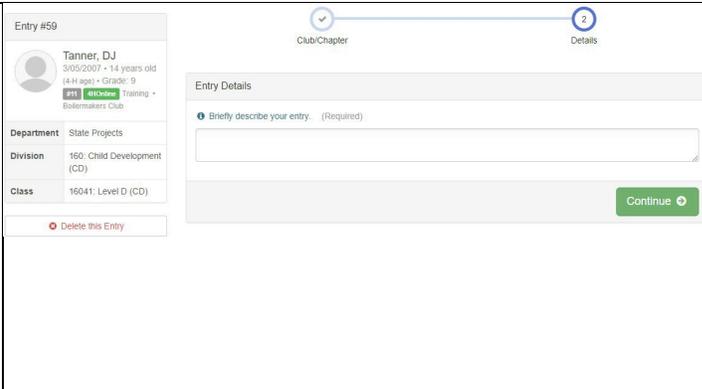


16. Review the selection of the Department, Division and Class. To correct errors in the Department, Division or Class, click the corresponding blue 'Change' button in case you mistakenly select an incorrect department, division, or class. Click the green 'Continue' button to move to the next step.





17. Select the dot next to the 4-H Club that you belong to and then select the green “Continue” box. Next, enter in a description of your exhibit and click Continue— *please be specific as 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” If you are unsure, you may put TBD and let the office know at a later date.*
18. Answer any Additional Questions required for that entry.
- **Once you are done with the uploads, then click the green “Continue” box.



Entry #59

Tanner, DJ
 3/03/2007 • 14 years old
 (4-H age) • Grade: 9
 4H Online Training •
 Bolometers Club

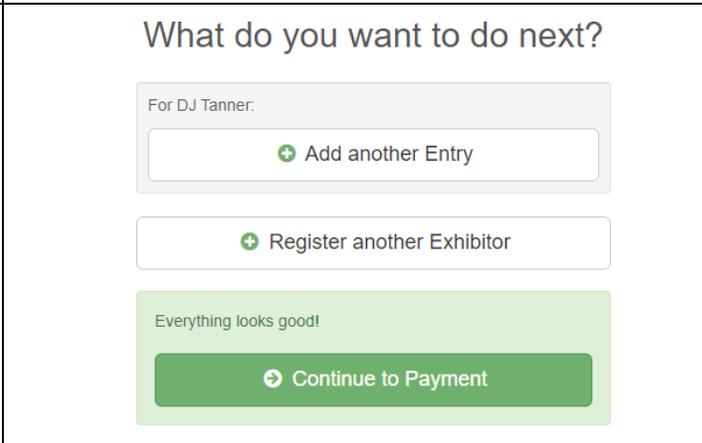
Department: State Projects
 Division: 160: Child Development (CD)
 Class: 16041: Level D (CD)

Entry Details

Briefly describe your entry: (Required)

Continue

19. When each class entry is complete, you have 4 choices for what to do next:
- If this exhibitor has more class entries to make, you can Add another Entry
 - If all class entries have been completed for one exhibitor, you can Register another Exhibitor in this family.
 - 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?

For DJ Tanner:

+ Add another Entry

+ Register another Exhibitor

Everything looks good!

+ Continue to Payment

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.



Starting an Entry

Department: Livestock Beef Cattle [Change](#)

Division: Heifers [Change](#)

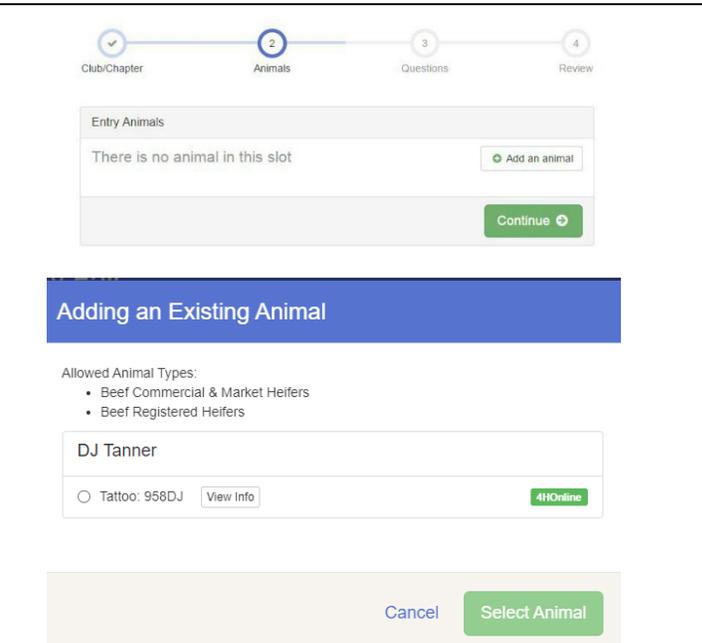
Select a Class to continue

101001 : Angus Junior heifer calves (AN) [Select](#)

101002 : Angus Winter heifer calves (AN) [Select](#)

101003 : Angus Senior heifer calves (AN) [Select](#)

21. To register an animal entry from 4-H Online, you will select the white “add an animal” box during the entry process.
22. 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.



Club/Chapter: 2 Animals 3 Questions 4 Review

Entry Animals

There is no animal in this slot [Add an animal](#)

Continue

Adding an Existing Animal

Allowed Animal Types:

- Beef Commercial & Market Heifers
- Beef Registered Heifers

DJ Tanner

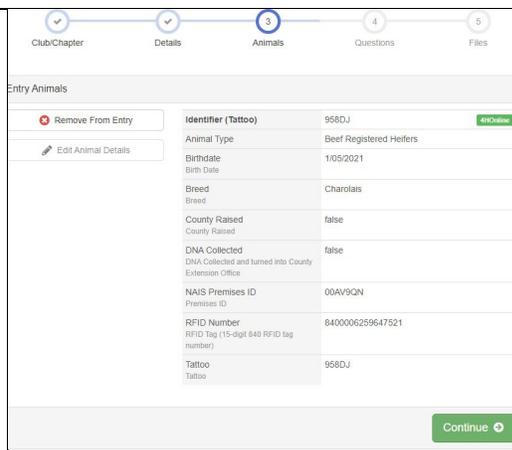
Tattoo: 958DJ [View Info](#) [4HOnline](#)

Cancel [Select Animal](#)



23. 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.

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



| Field | Value |
|---------------------|-------------------------|
| Identifier (Tattoo) | 958DJ |
| Animal Type | Beef Registered Heifers |
| Birthdate | 1/05/2021 |
| Breed | Charolais |
| County Raised | false |
| DNA Collected | false |
| NAIS Premises ID | 00AV9QN |
| RFID Number | 8400006259647521 |
| Tattoo | 958DJ |

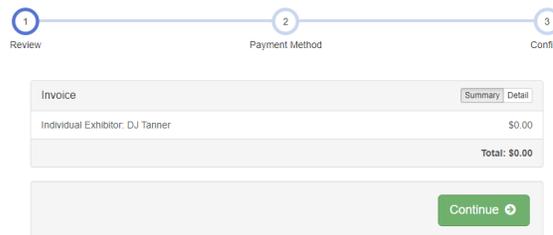
SECTION 4 - PAYMENT TAB

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.

24. 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.

25. Select the green “Continue box.

26. Continue to confirm and submit your entries.
NOTE: Once you hit submit, you cannot edit your entries.



| Invoice | Summary | Detail |
|---------------------------------|----------------------|--------|
| Individual Exhibitor: DJ Tanner | \$0.00 | |
| | Total: \$0.00 | |

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 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.

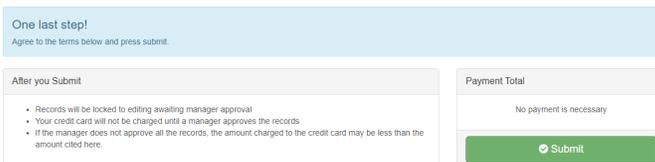
Please contact Purdue Extension – Vanderburgh County if you have questions or need assistance.

Phone: (812) 867-4935

Email: Winnie (emconne@purdue.edu)

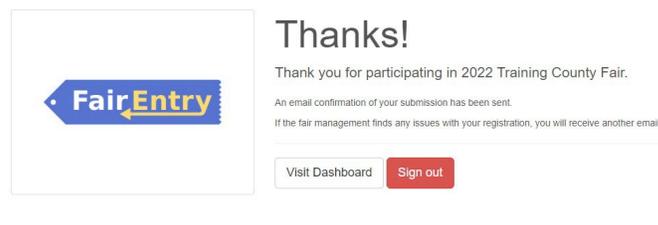
Tracy (shutt@purdue.edu)

Susan (englishs@purdue.edu)



One last step!
Agree to the terms below and press submit.

| After you Submit | Payment Total |
|--|--|
| <ul style="list-style-type: none"> Records will be locked to editing awaiting manager approval Your credit card will not be charged until a manager approves the records If the manager does not approve all the records, the amount charged to the credit card may be less than the amount cited here. | No payment is necessary <input type="button" value="Submit"/> |



Thanks!
Thank you for participating in 2022 Training County Fair.
An email confirmation of your submission has been sent.
If the fair management finds any issues with your registration, you will receive another email.

2025 SUMMER DATES

May 15: Animal ID Deadline

May 29: Quality Livestock Care Training

June 1: County Tractor Contest

June 2-4: 4-H Camp

June 9: Quality Livestock Care Training

June 11-13: 4-H Academy

June 17: Quality Livestock Care Training

June 21-23: State 4-H Band

June 21-24: State 4-H Chorus

June 23-25: 4-H Round-Up

July 1: QLC Deadline & Fair Entry Deadline

July 1: Speech & Demo Contest

July 1: BBQ Contest

July 14: Fashion Revue

July 16-17: Fair Set Up

July 19-20: 4-H Project Entry

July 21-26: Vanderburgh County Fair

July 27: 4-H Project Release

