<p align="center">**County Fair Online Entry Instructions**</p>

<p align="center">**Entry Deadline – July 15th, 5:00 p.m.**</p>

Entering your County Fair exhibits online is quick and easy. Please use the following instructions to submit your 4-H & FFA County Fair entries for the Gage County Fair. **Note**: Online pre-entry is required by the deadline for all 4-H & FFA exhibits (static, livestock & small animals), pre-entry is not required for Clover Kids exhibits.

The entry website is: https://gage.fairwire.com/

Read and follow the on-screen instructions which will help guide you from start to finish.

1) Begin by clicking "SIGN IN" in the upper right-hand corner.
   Here you will have the option to register an individual member or Quick Group (Family or FFA Chapter entering together). For Quick Group proceed to page 4 of these instructions.

   Select either "EXHIBITOR" or "QUICK GROUP" using the drop-down arrow by "I am a..."

EXHIBITOR INSTRUCTIONS:

2) Add the Exhibitor's FIRST NAME & LAST NAME and select "I AM A NEW EXHIBITOR OR HAVE YET TO REGISTER THIS YEAR" and click "CONTINUE"

3) Complete all required fields (the ones with the blue asterisk by them) and click "CONTINUE."

First Name	Zephery
Last Name	Zepherson
Password ✱	
Re-type Password ✱	
Address ✱	
Address2	
City ✱	
State/Prov ✱	
Postal Code ✱	
Phone Number ✱	📞
e-mail ✱	
Re-type e-mail ✱	
Age ✱	
Club	

Continue →

4) Confirm that all information is correct and click "CONTINUE"

First Name	Zephery
Last Name	Zepherson
Address	1115 W Scott
Address 2	
City	Beatrice
State/Prov	NE
Postal Code	68310
Phone	(402) 223-1384
e-mail	gage-county@unl.edu
Age	11
Club	

Continue →

5) Choose your Department, Division, Class, and enter other information as required. This will be a drop-down of menu choices. Start by selecting your Department first, then Division, then Class. The online entry system is set-up based off of the Gage County 4-H & FFA Fairbook.

Click "ADD ENTRY TO CART."

Department	S - Clothing
Division	General Clothing
Class ✱	C220001 : Clothing Portfolio
Description	Green Binder
Club ✱	Independent

Add Entry to Cart ✔

6) Continue making Entries until you have entered all your exhibits and animals. Check your "Entry Cart" by clicking "EDIT" up in the left-hand corner. Click "ADD MORE ENTRIES" to add more, click "SAVE THIS CART FOR LATER" to continue another time (before the entry deadline only) – if you use this option, we will not see your entries until you click "check out."

Click the PENCIL icon to edit the entry or the red X icon to remove the entry.

Once all entries have been entered click "CHECK OUT."

Item	Description	Amount	Edit	Remove
Zephery Zepherson's Items:			🖊	
Shopping in Style	Class: C240004 - Show Me Your Colors Description: Poster Club: Independent	$0.00	🖊	✖
Total for Zephery Zepherson with 1 entries		$0.00		
1 TOTAL ITEMS IN CART:		$0.00		
BALANCE DUE:		$0.00		

+ Add more Entries for Zephery Zepherson   ↺ Empty Cart   🖺 Save this cart for later   Check-out →
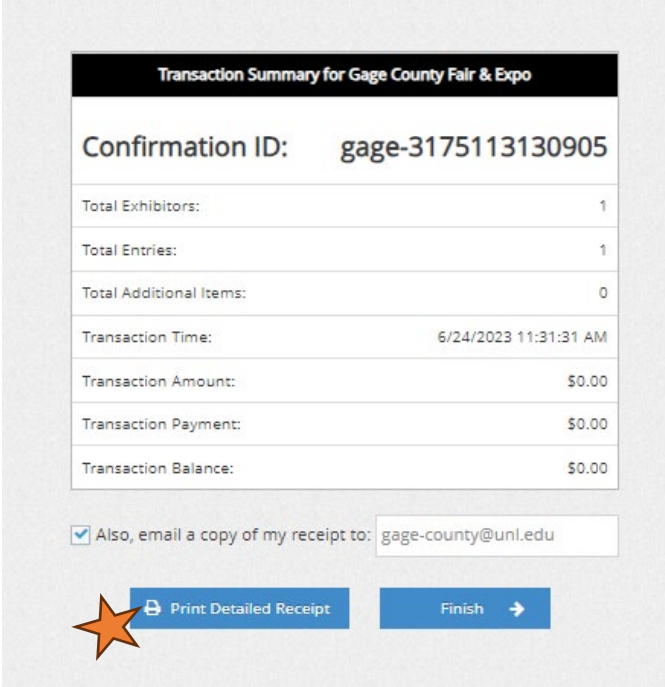
7) Type YES to confirm your entries and click "SUBMIT"

🖊 Signature

On-line submission of data requires that you agree and will abide with the terms as defined in the published rules and regulations. For a copy of these rules and regulations, please contact the fair office.

✔ Submit

I agree to the above statement   (type 'YES' if you agree)

8) You will receive a confirmation ID and an option to print a detailed receipt or have a receipt mailed to you. We suggest you print/email/save this receipt for your records (we don't need a copy of this in our office – we will have record of your entries).
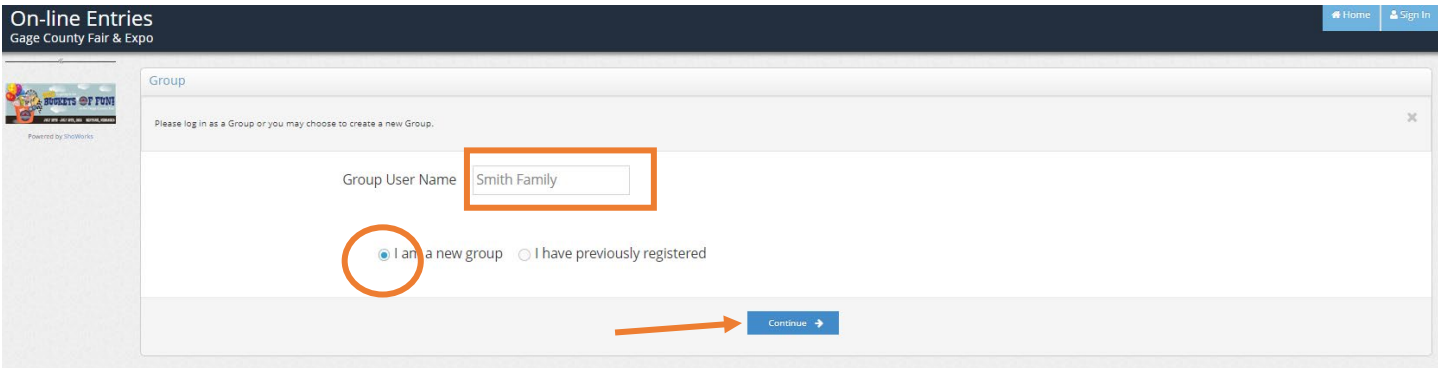
If you have forgotten an entry, you can log back into your account and add the additional entries and complete the check out process. **Do not create a new account** as this forces us to manually merge/combine the accounts. Keep in mind your receipt will only show your entries that you just completed, so you will have multiple receipts depending on how many times you log back in to add additional entries.

QUICK GROUP INSTRUCTIONS: (Use to enter multiple children under one family or an FFA Chapter)

1) If you have several 4-H/FFA members in your family or are an FFA Chapter entering together, you can create a "QUICK GROUP." Select QUICK GROUP from the drop-down arrow on the Sign In screen. It will ask you to NAME your QUICK GROUP. Select "I AM A NEW EXHIBITOR OR HAVE YET TO REGISTER" and click "CONTINUE."
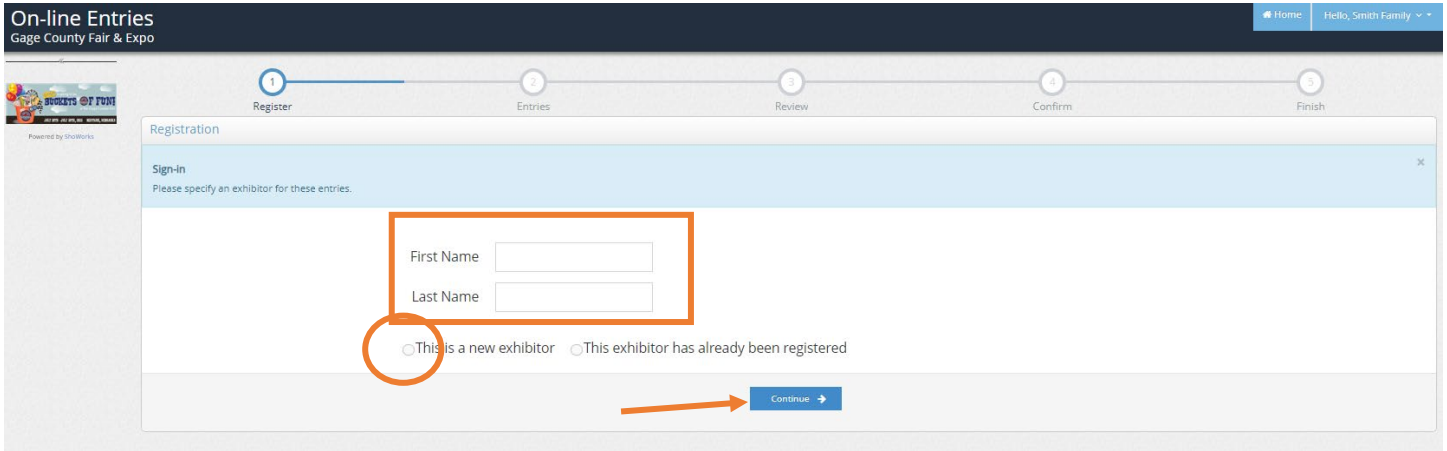

2) Create a group password and email (optional) and click "CONTINUE."

3) Click "BEGIN ADDING EXHIBITORS AND ENTRIES" for members in your Quick Group.
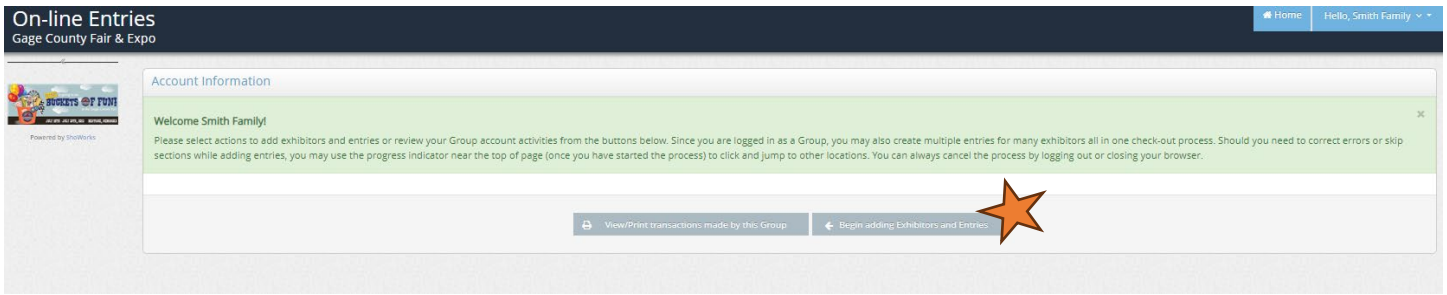
4) Complete the FIRST NAME and LAST NAME and select "I AM A NEW EXHIBITOR OR HAVE YET TO REGISTER THIS YEAR" and click "CONTINUE."

5) Refer to steps 5-8 on pages 3-4 to complete your online entries.

Please contact the Gage County Extension Office with any questions or concerns about online fair entry.

Phone: 402-223-1384

Text: 402-433-0561

Email: gage-county@unl.edu