## **County Fair Online Entry Instructions**

## Entry Deadline – July 15<sup>th</sup>, 5:00 p.m.

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: <a href="https://gage.fairwire.com/">https://gage.fairwire.com/</a>

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

 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..."

On-line Entrie Gage County Fair & Ex	2S po	d Home	🚨 Sign In
BUDKETS OF FUNI	Sign In § Tip: Will you be working with more than one exhibitor?		×
Powered by ShoWorks	Choose Quick Group if you will be submitting entries for multiple family members or a group of exhibitors and check out all in the same cart.		

## **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"

On-line Entri Gage County Fair & E	es ixpo	🛓 Sign In
BUGLETS OF FUNI over a subscript Schollowick	Image: Constraint of the second se	×
	First Name Zephery Last Name Zepherson	
	or sign in using ShoWorks Passport Its free and lets you securely keep your information and entries <u>year-to-year</u> and reuse across different fairs and shows. Get instant notifications when it's time to show or entries have been judged and see your awards. Sign up now and begin keeping track of your own entries! Tell me more about ShoWorks Passport am a new exhibitor or have yet to register this year I have previously registered this year	
	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 🍁	C.
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 setup based off of the Gage County 4-H & FFA Fairbook.

Click "ADD ENTRY TO CART."

Division	General Clothing	~
Class 🗱	C220001 : Clothing Portfolio	~
Description	Green Binder	li
Club 🗱	Independent	~

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."

Zephery Zepherson'	s items:		1 and the second	
Shopping in Style	Class: C240004 - Show Me Your Colors Description: Poster Club: Independent	\$0.00	1	×
Total for Zephery Ze	pherson with 1 entries	\$0.00		
1 TOTAL ITEMS IN CART:		\$0.00		
BALANCE DUE:		\$0.00		

7) Type YES to confirm your entries and click "SUBMIT"

n-line submission of data requires that yo	u agree and will abide with the terms as defined in the published rules and regulations
or a copy of these rules and regulations, p	ease contact the fair office.
	Submit
$\frown$	✓ Submit

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).

Confirmation ID:	gage-3175113130905
Total Exhibitors:	1
Total Entries:	1
Total Additional Items:	c
Transaction Time:	6/24/2023 11:31:31 AM
Transaction Amount:	\$0.00
Transaction Payment:	\$0.00
Transaction Balance:	\$0.00

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."

On-line Entrie Gage County Fair & Ex	25 ¢0	ff Home	🛓 Sign In
BUOKETS OF FUNI	Group		×
Powered by SheWorks	Group User Name Smith Family		
	● I an a new group ○ I have previously registered		
	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.

On-line Entri Gage County Fair & E	es xpo
BUCKETS OF FUN	Account Information Welcome Smith Family( ×
Powered by ShoWorks	Please select actions to add exhibitors and entries or review your Group account activities from the buttons below. Since you are logged in as a Group, you may also create multiple entries for many exhibitors all in one check-out process. Should you need to correct errors or skip sections while adding entries, you may use the progress indicator near the top of page (once you have started the process) to click and jump to other locations. You can always cancel the process by logging out or closing your browser.
	A View/Print man-actions mude by this Group 🔶 Begin adding Exhibitors and Entries

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."

On-line Entri Gage County Fair & E	es <sup>xpo</sup>				# Home Hello, Smith Family * *
BUOKETS OF FUNI	Register Registration	Entries	(1) Review	Confirm	3 Finish
	Sign-in Please specify an exhibitor for these entries.				*
		First Name Last Name This is a new exhibitor This exhibitor I	has already been registered		
		_	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