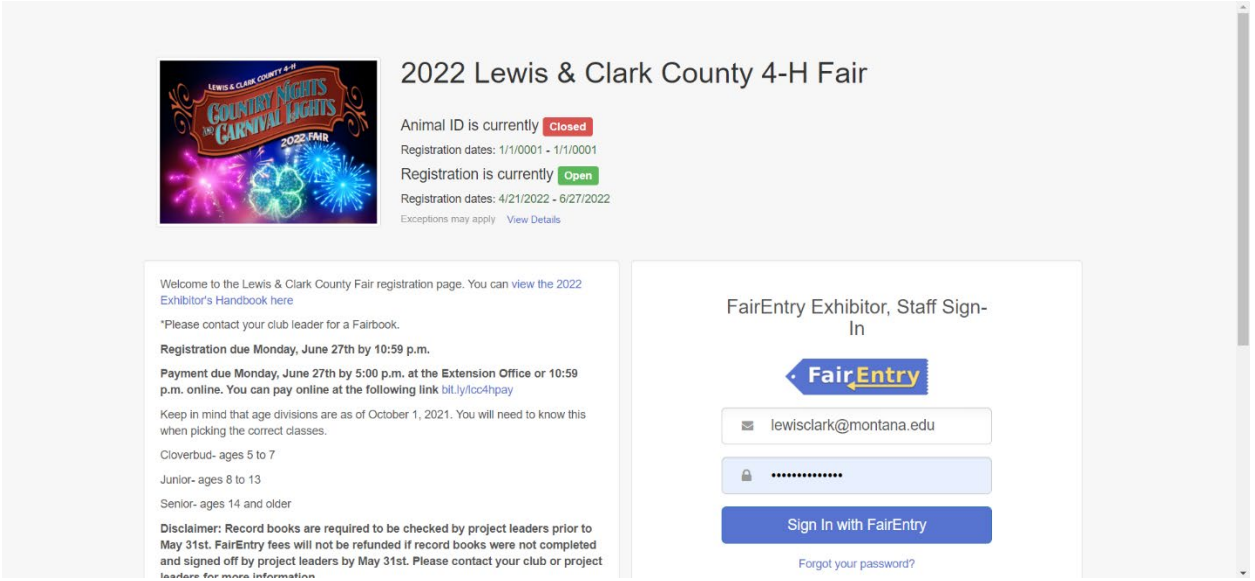
DOG FAIRENTRY INSTRUCTIONS

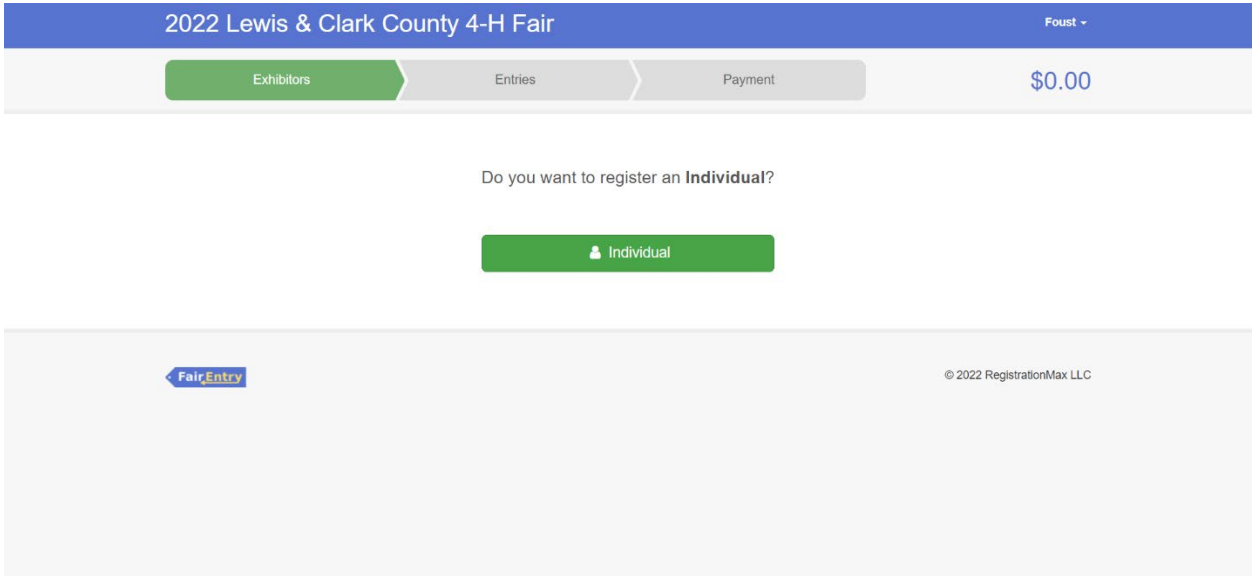
Go to http://lcc4hfair.fairentry.com

If you have used FairEntry before, please log in. If you have not, please create a profile



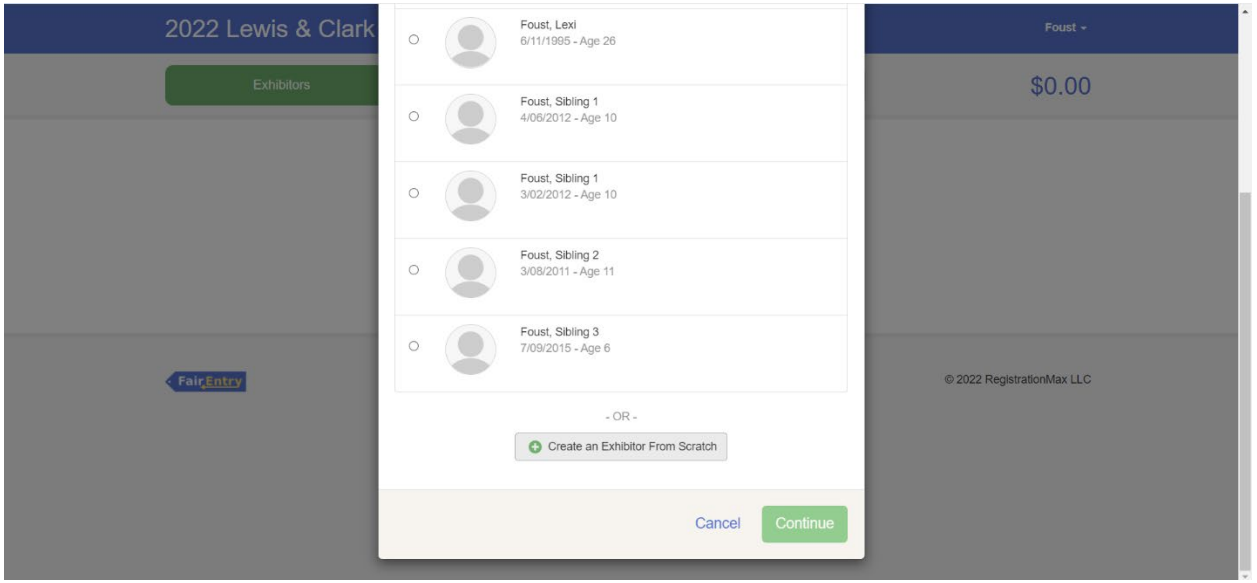
Click register exhibitor

Click register Individual

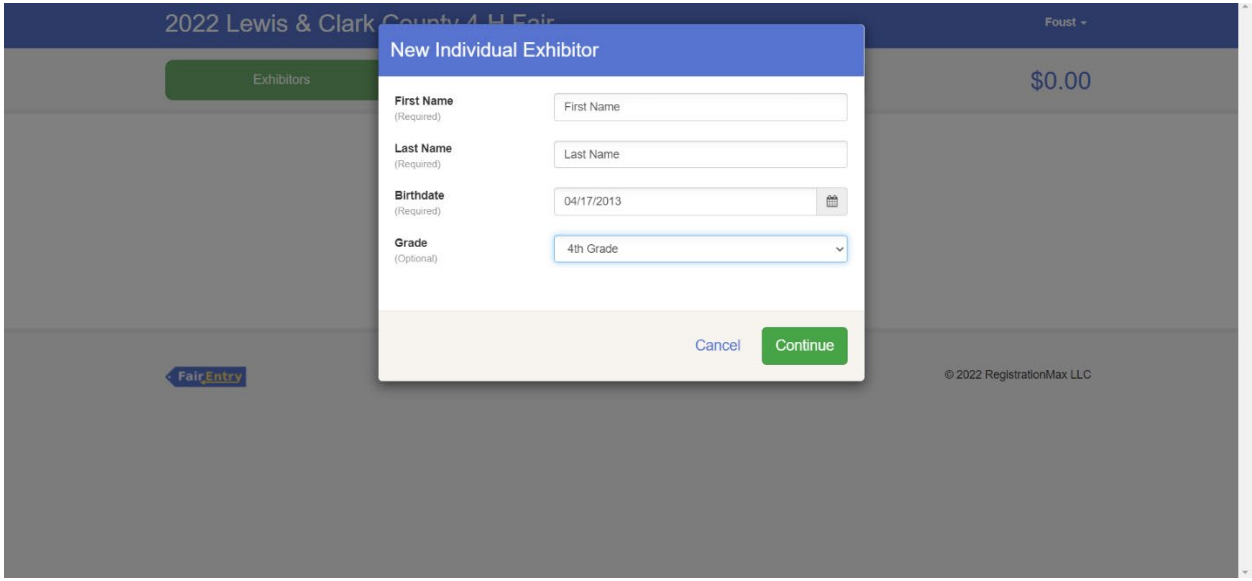


If you used FairEntry last year the youth members that were registered last year will show up.

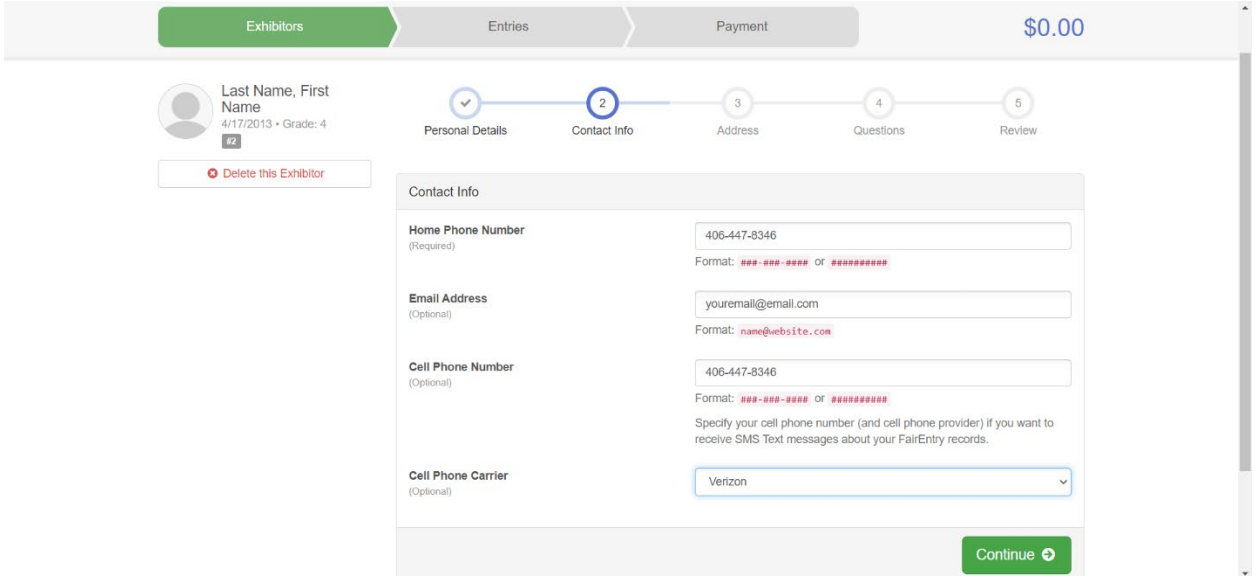
To register a new child click create an exhibitor form scratch



Enter the youth members information and hen click continue

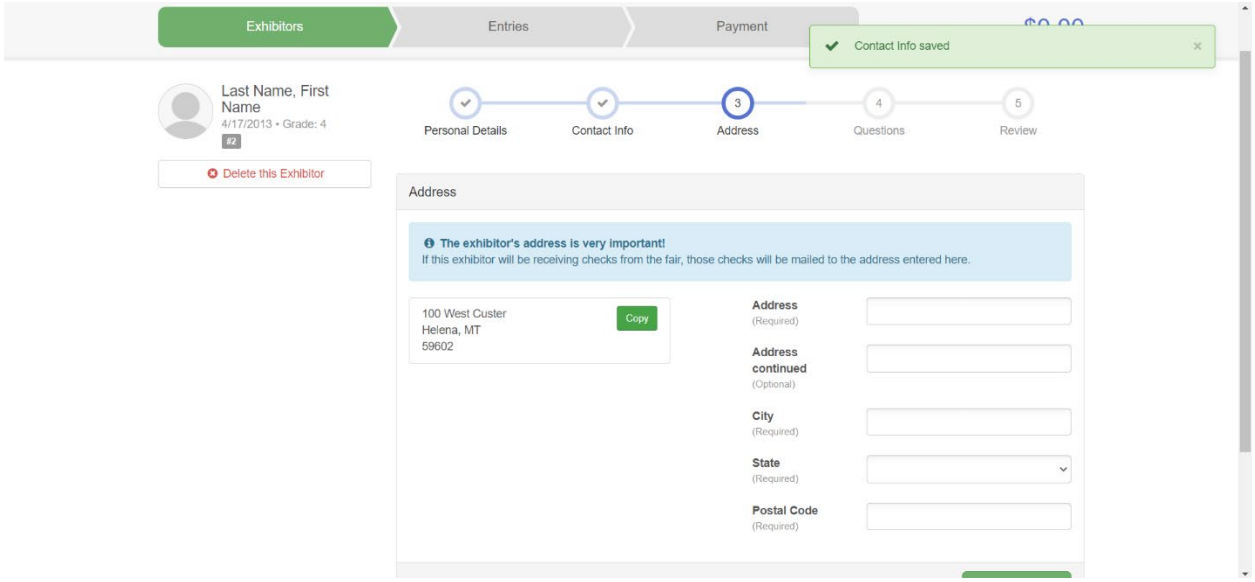


Enter contact info and hit continue

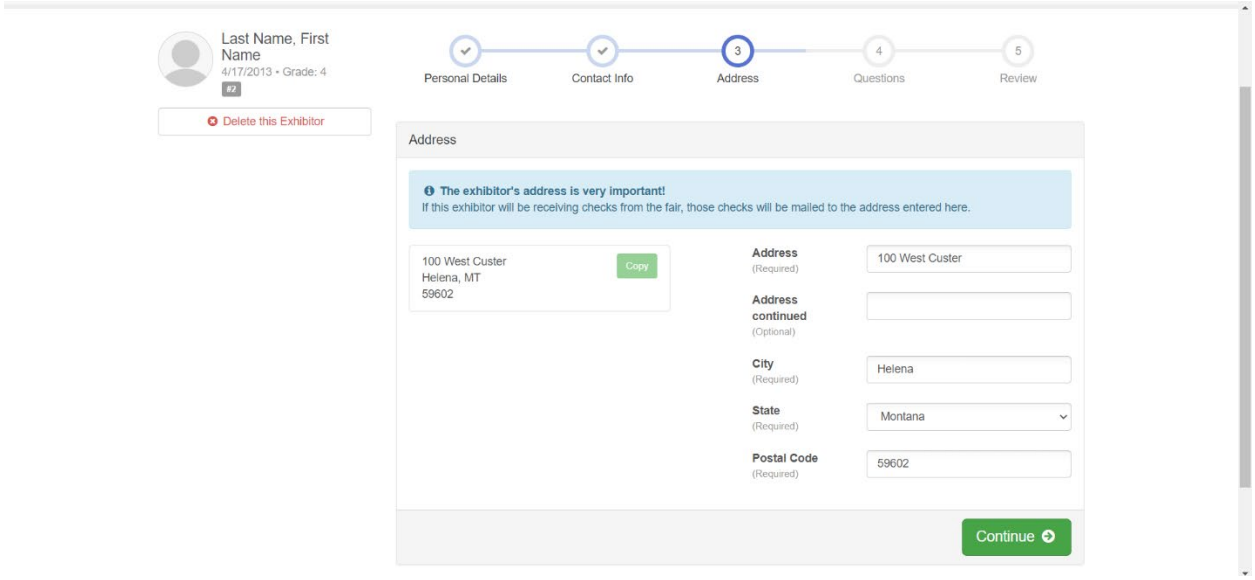


Enter your address information.

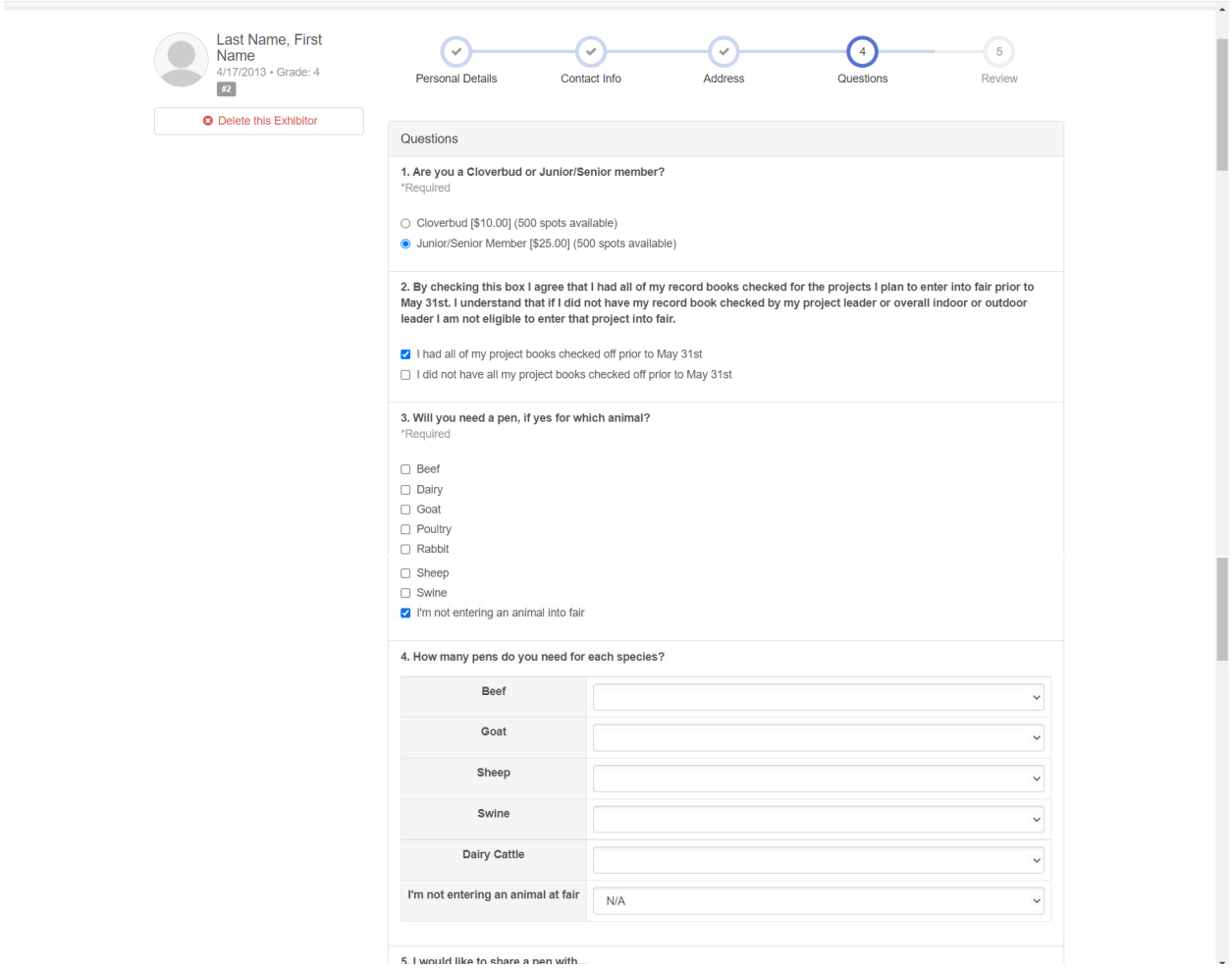
Once you have entered an address the next youth member you register you will have the option to copy the address



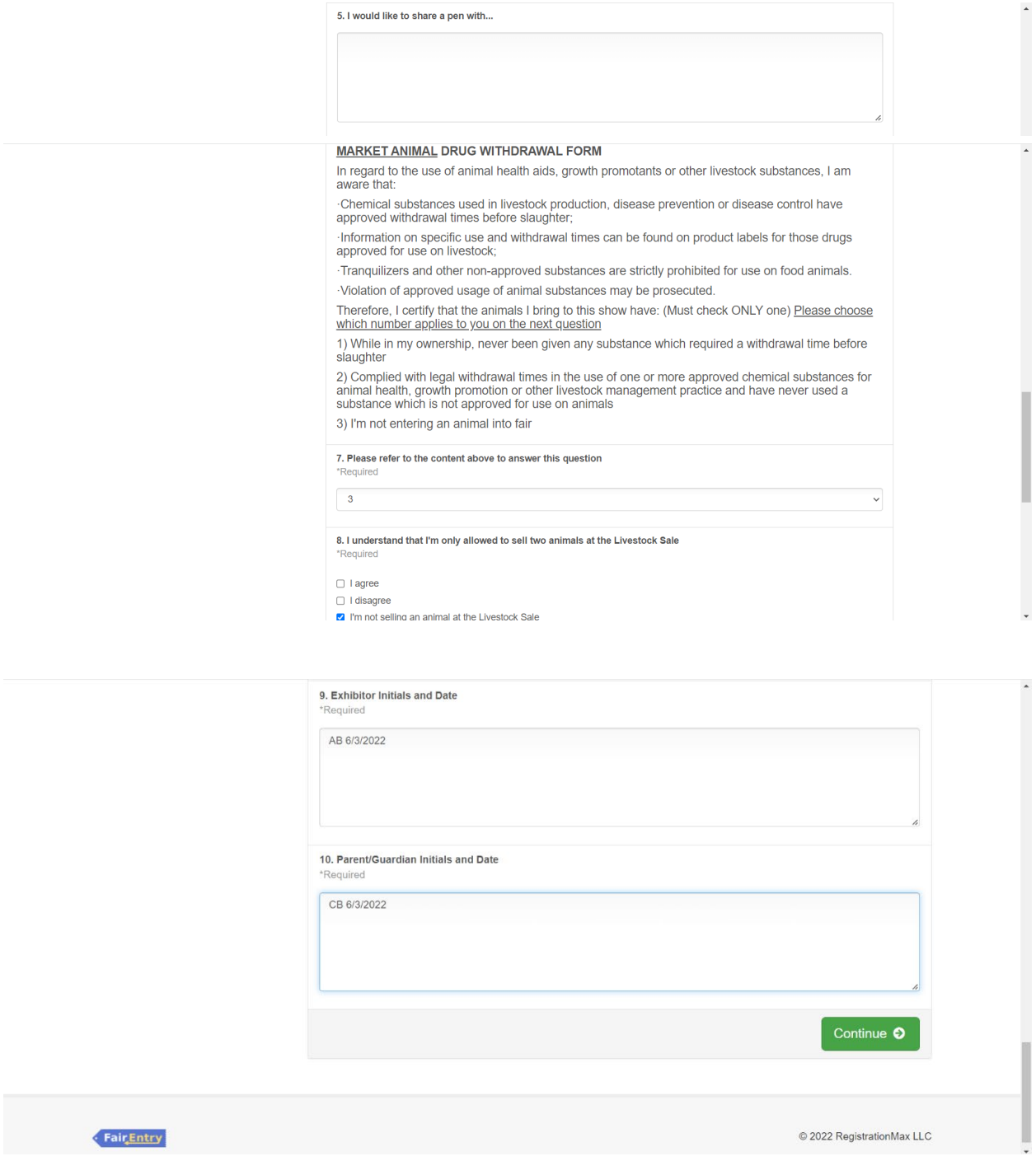
Click continue



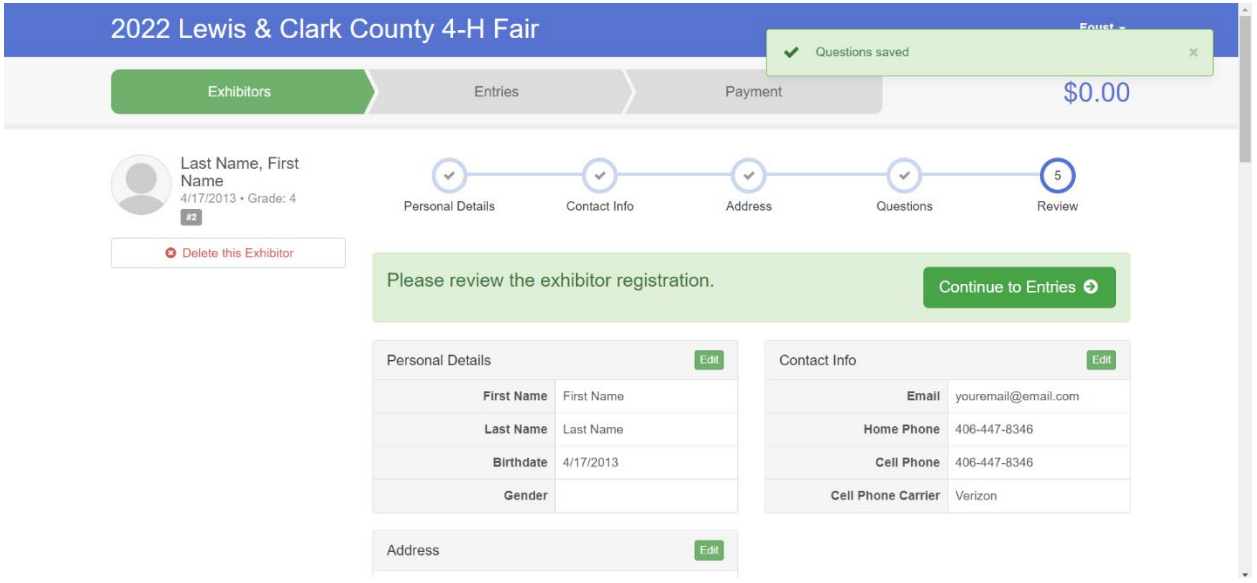
Choose correct member age. If you are only doing the dog project, you can click the exact same answers as shown



Once you have filled out the questions, please enter exhibitor and parent/guardian initial and date and click continue



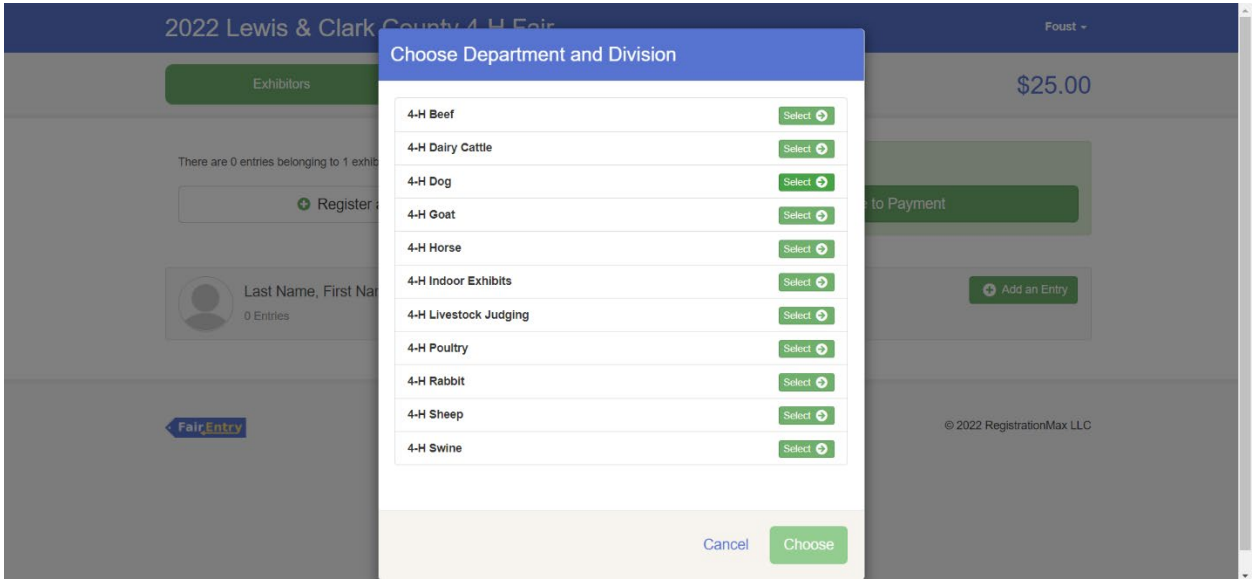
Review the information and if it's correct click continue to entries



Click add an entry

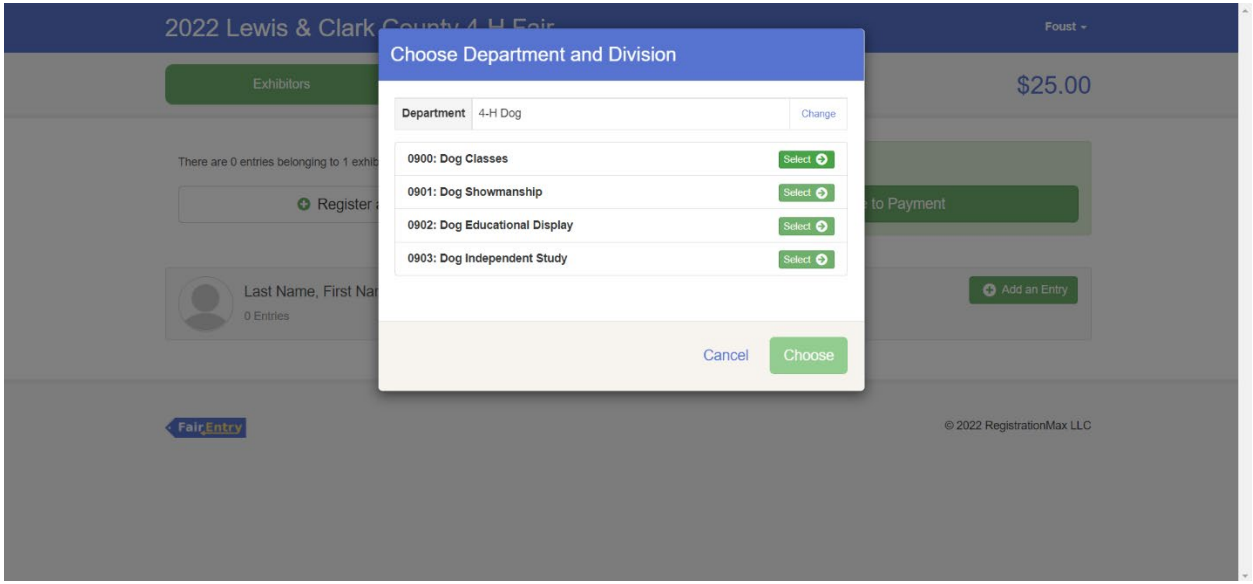
Select 4-H Dog Department

*Please refer to the fair exhibitor's handbook on class quantity restrictions

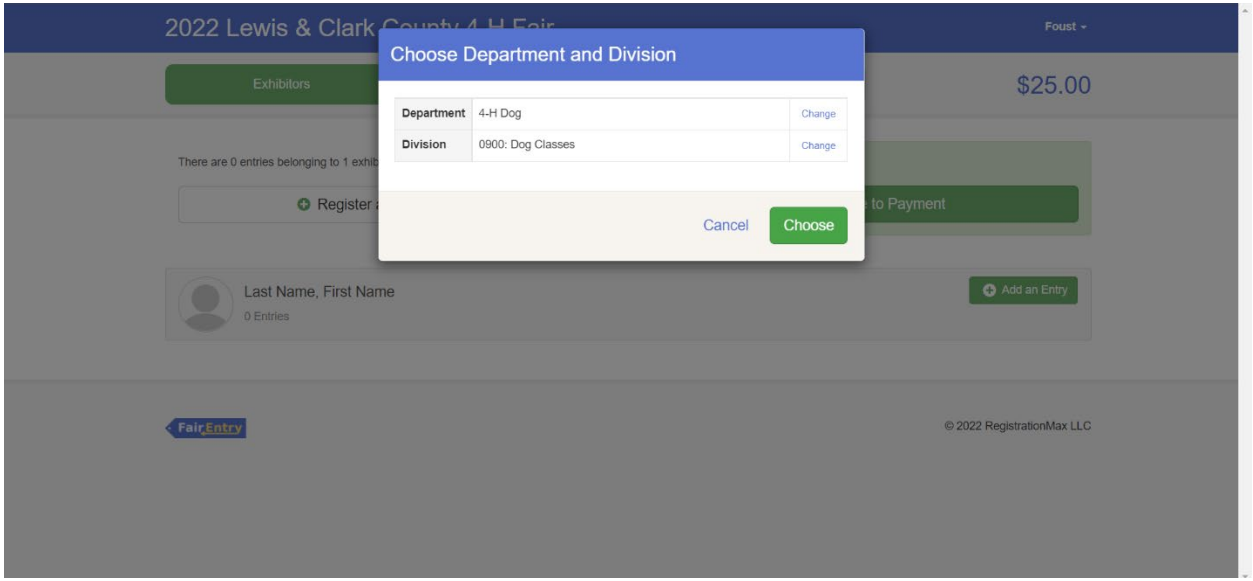


Select the correct Division

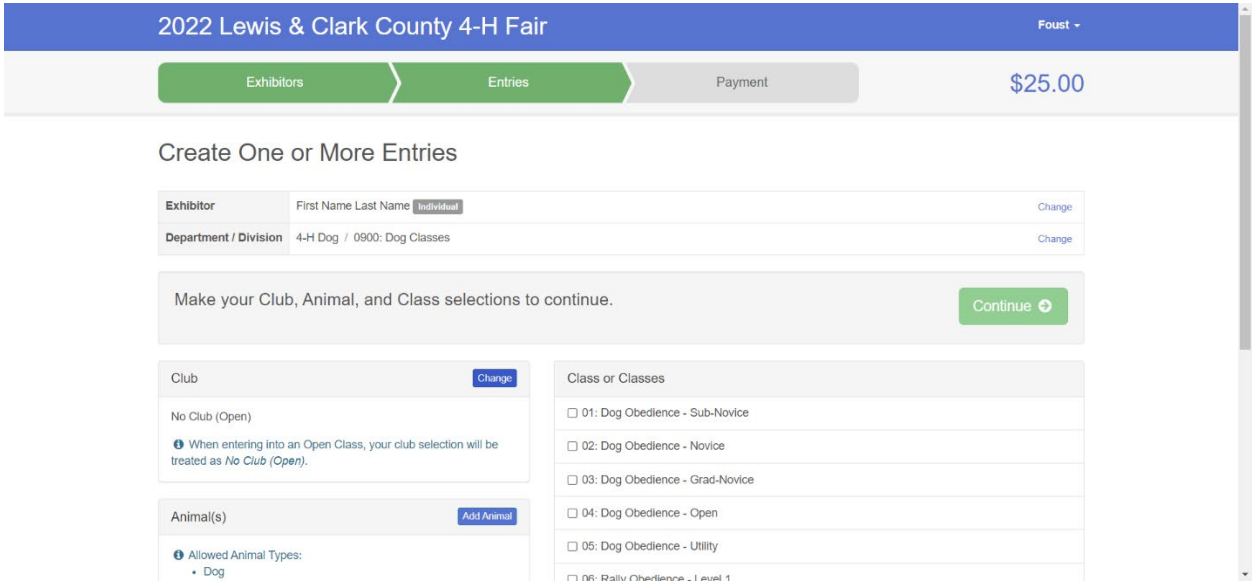
The following example is for 0900: Dog Classes for two dogs



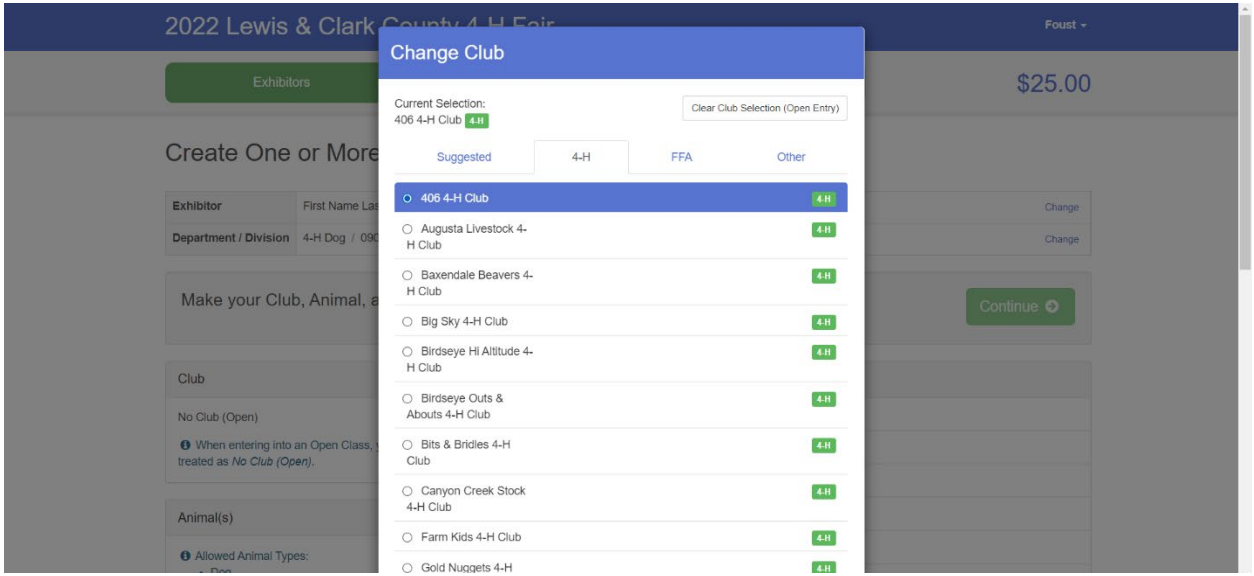
Click choose



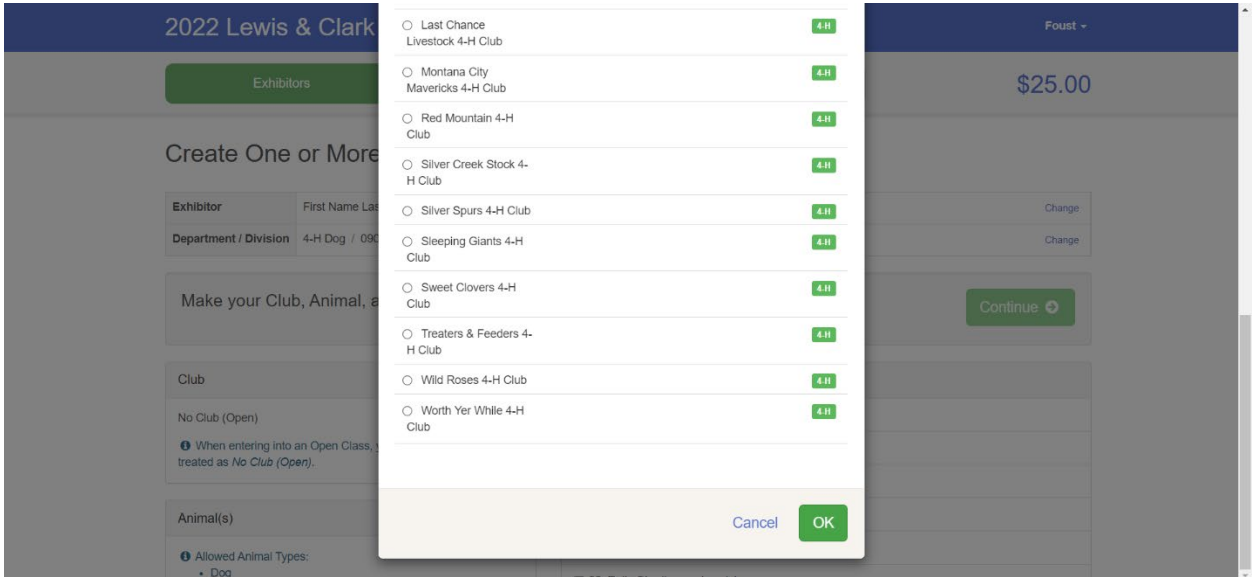
First you need to add your club by clicking the blue change button in the club box



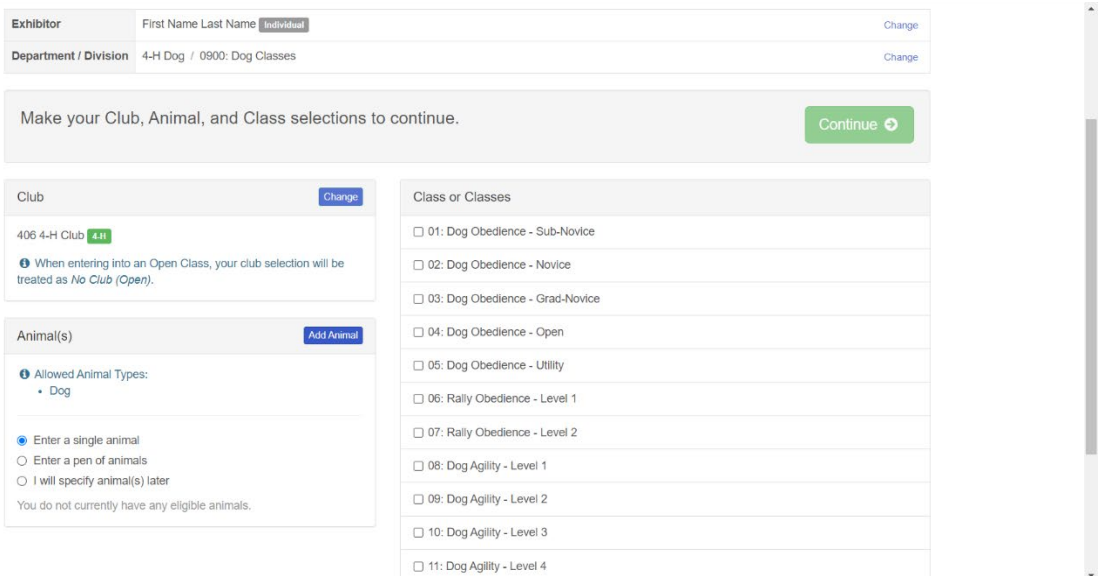
Click the 4-H tab and select the correct club



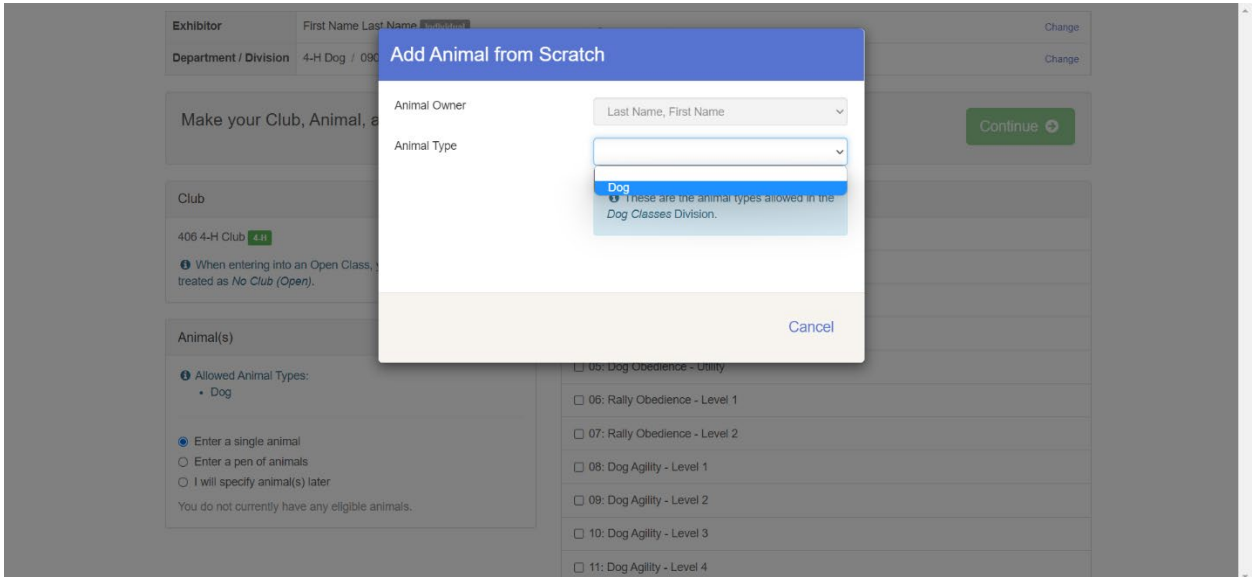
Scroll down and click OK



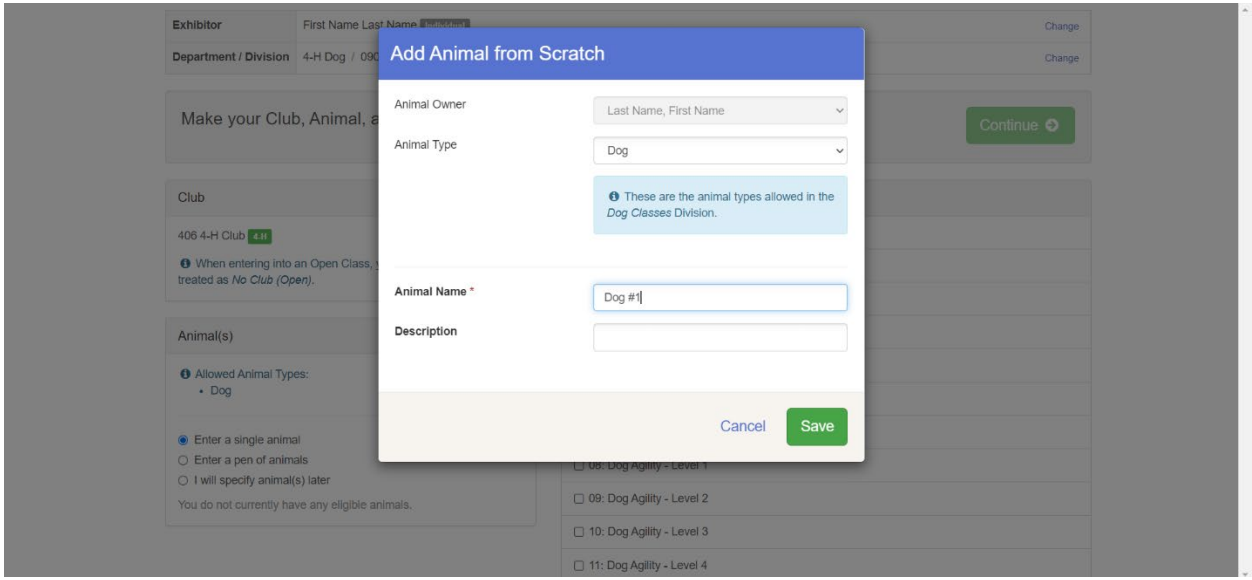
Next you need to add your 1st dog by clicking the add animal blue button in the Animal(s) box



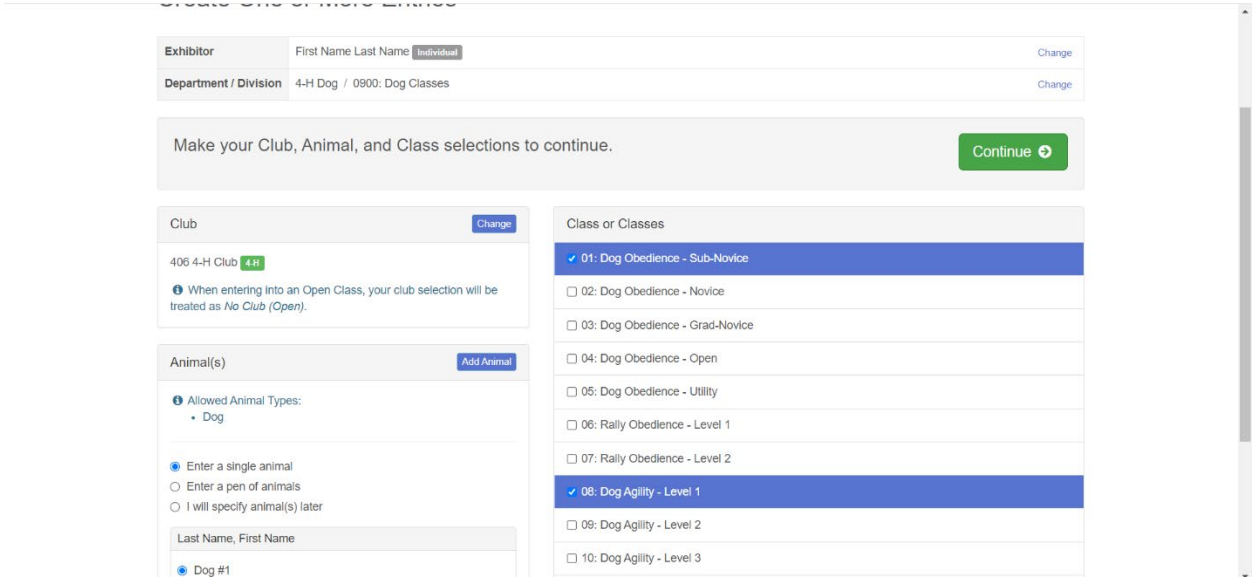
Click the drop-down box and click Dog



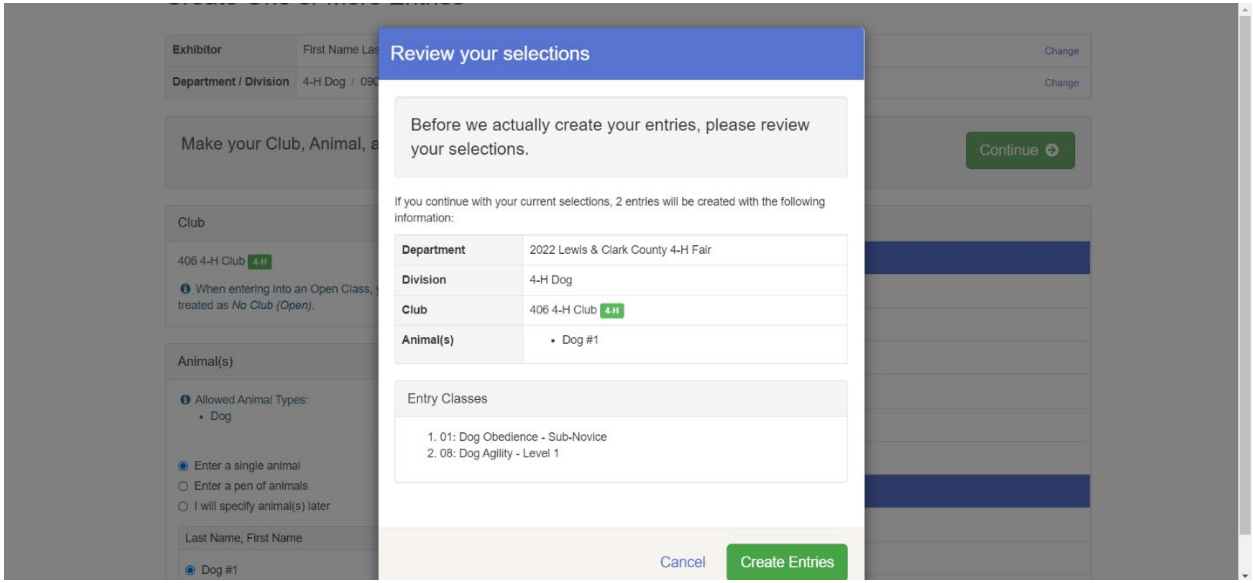
If you are entering multiple dogs type the 1st dogs' name



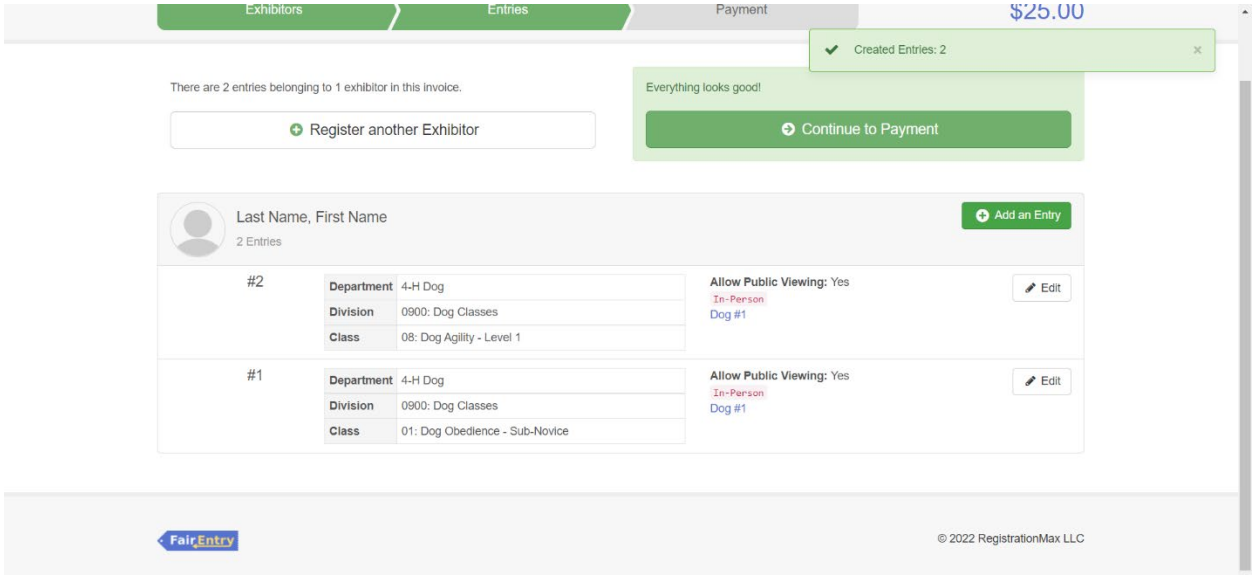
Then you will choose the correct class that you plan to enter that specific dog in



Review the entries for that specific dog and click create entries if it is correct

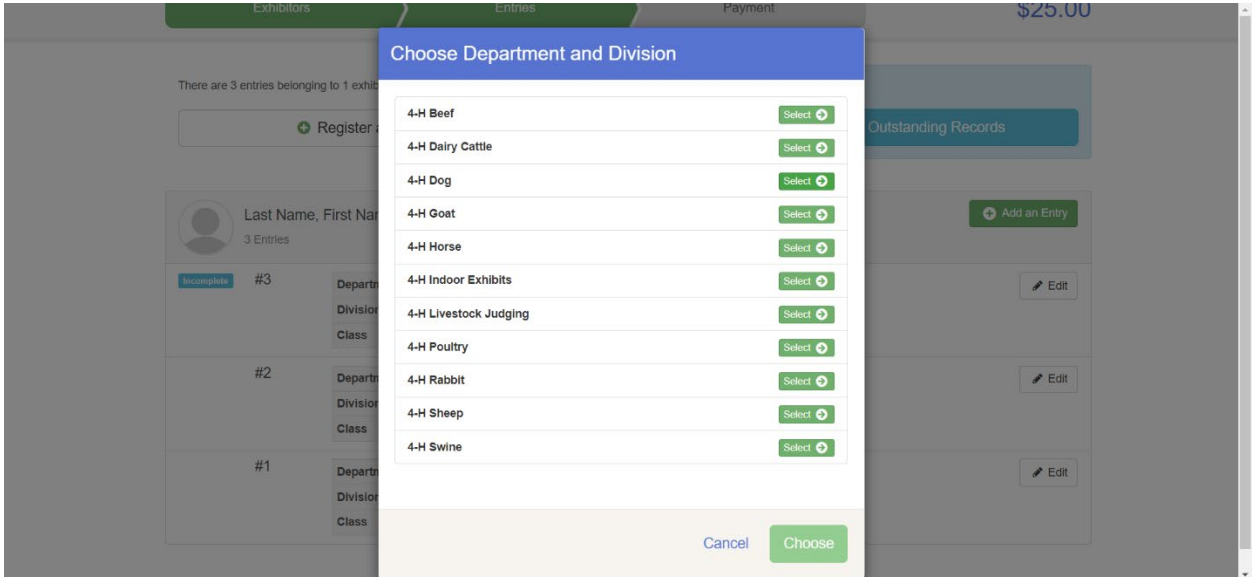


To create entries for a second dog, click the add entry button



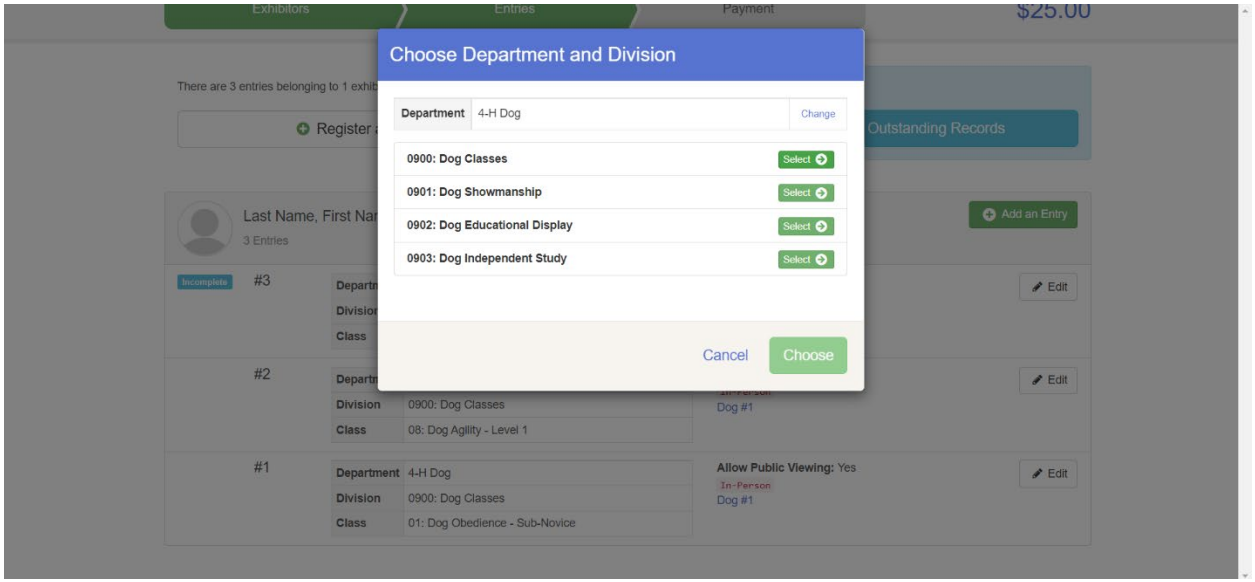
Select the 4-H Dog Department

The following example is for the 2nd dog in the Dog Department

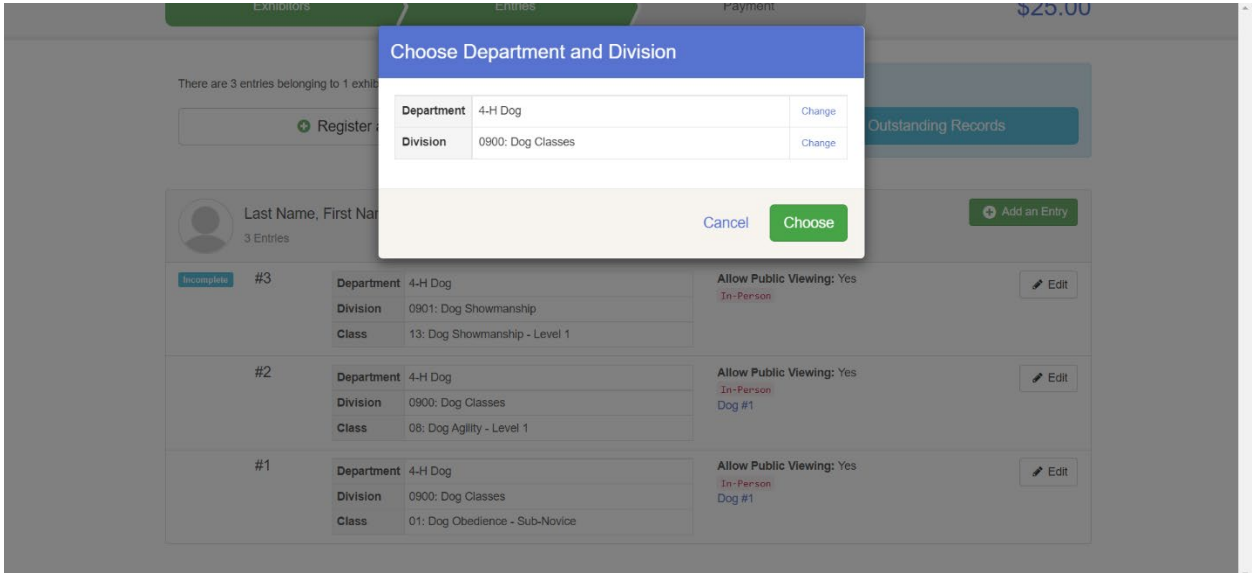


Choose the correct Division

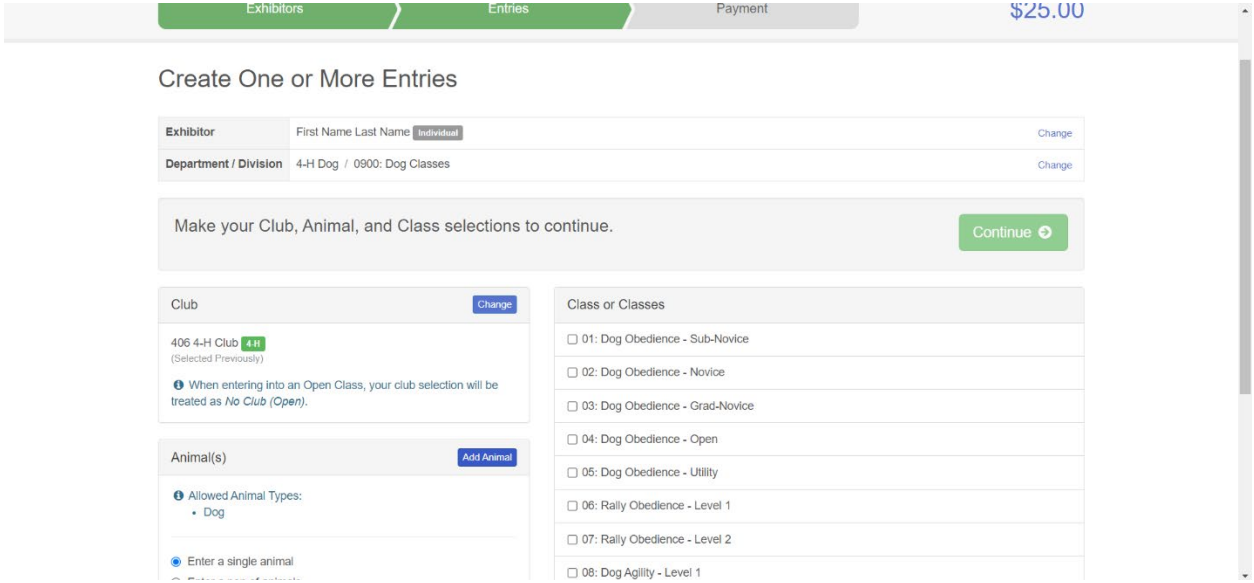
The following example is for Dog Classes for the second dog



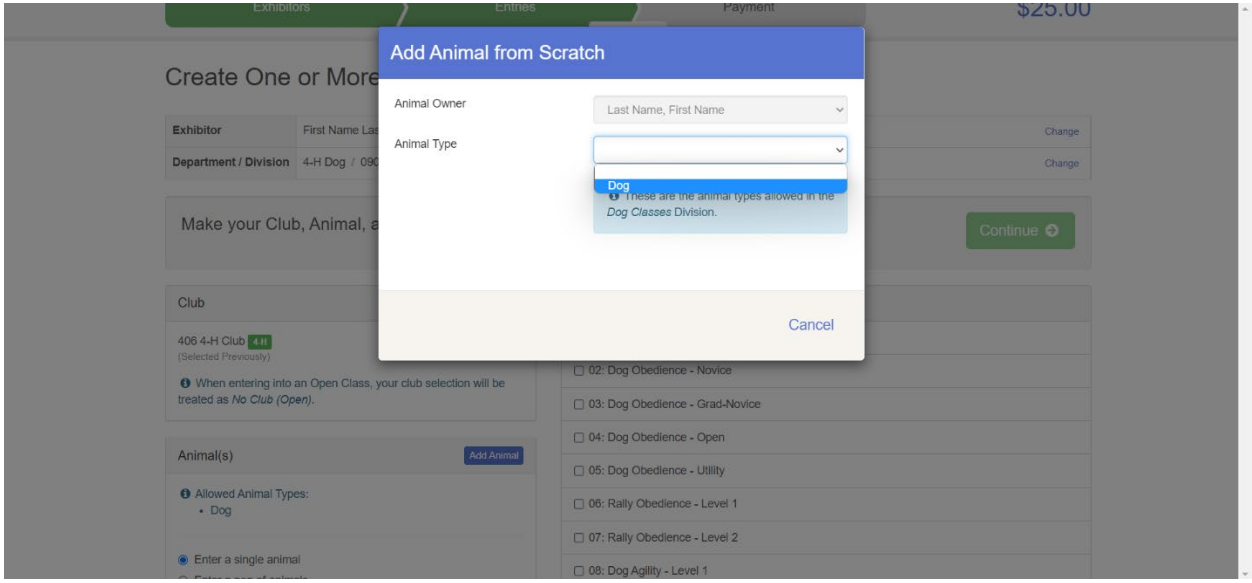
Click choose



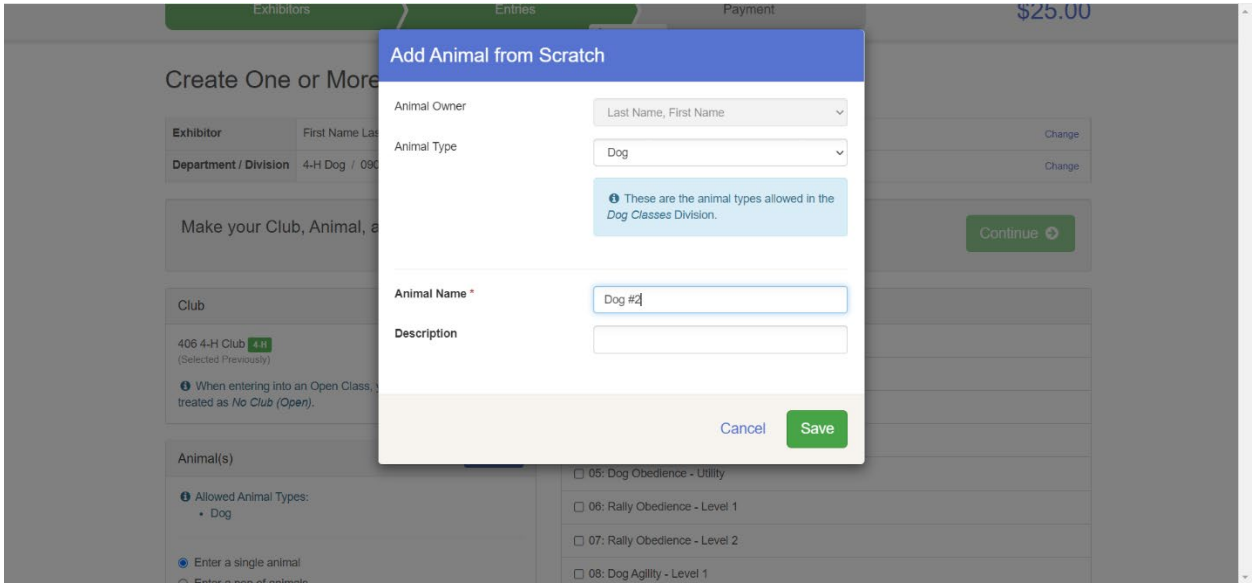
Next you need to add your 2nd dog by clicking the add animal blue button in the Animal(s) box



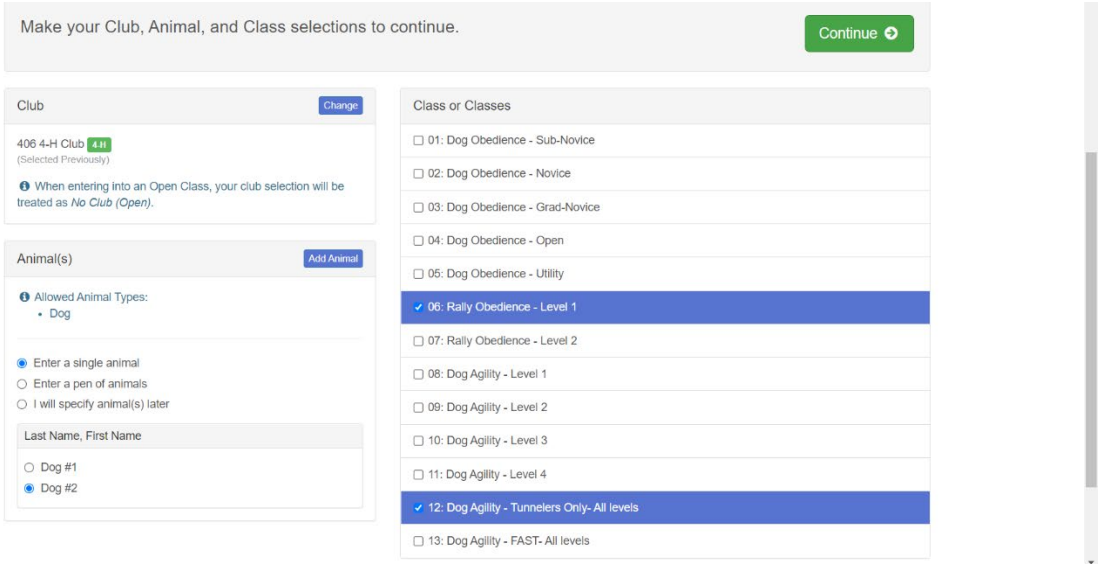
Click the drop-down box and click Dog



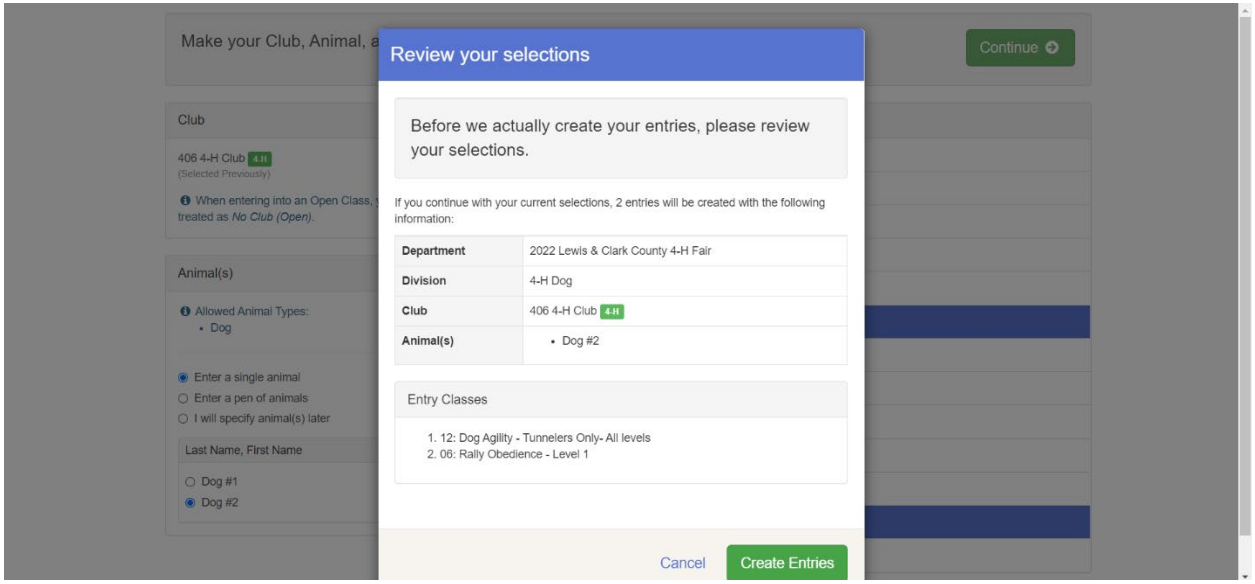
Enter the 2nd dog's name



Then you will choose the correct class that you plan to enter that specific dog in

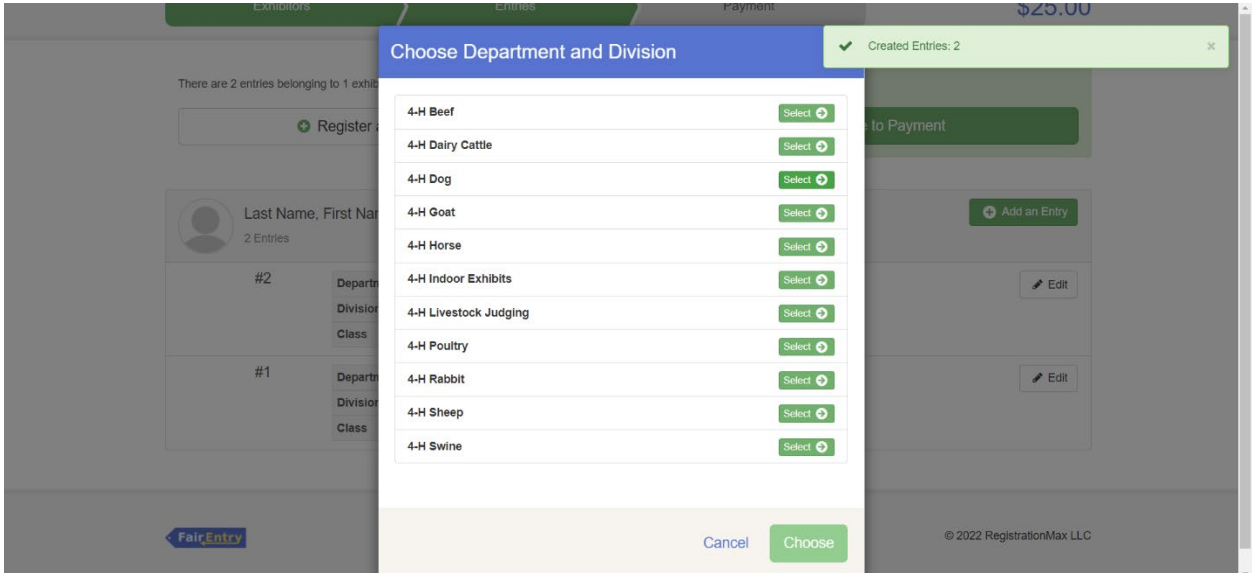


Review the entries for that specific dog and click create entries if it is correct



Choose the correct department

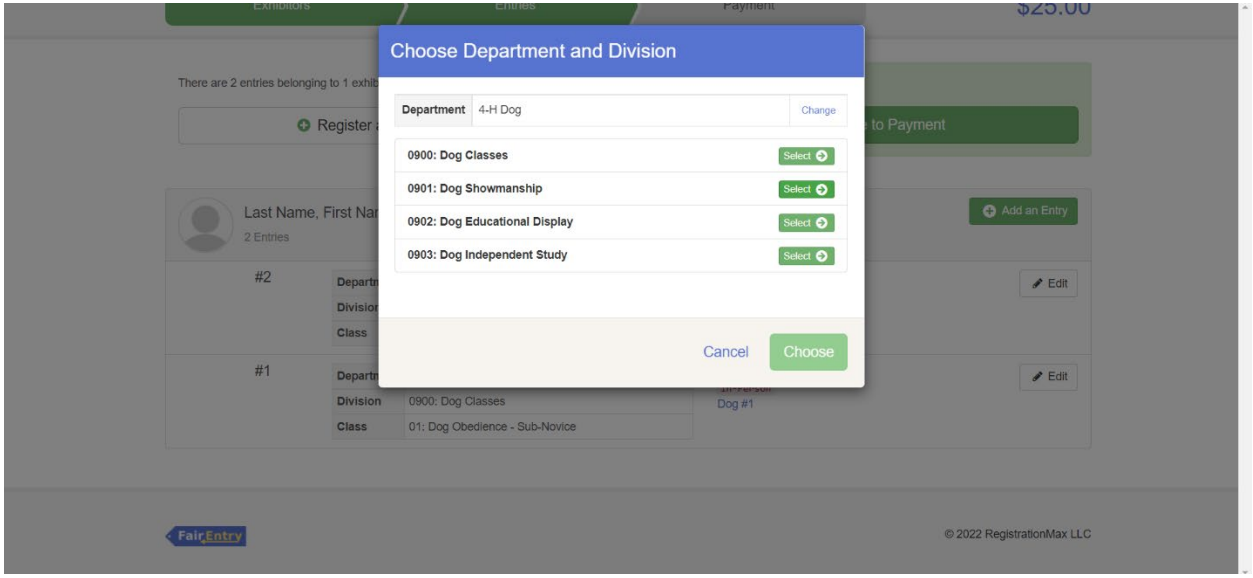
The following example is for entering a dog in showmanship



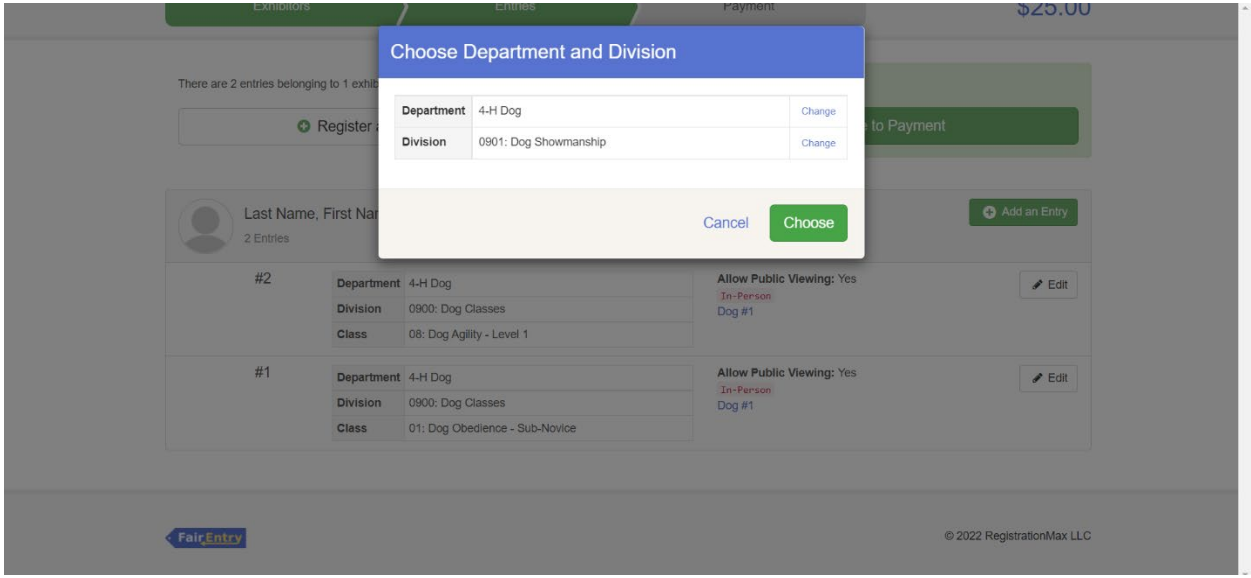
Choose the correct Division

The following example is for 0901: Dog Showmanship

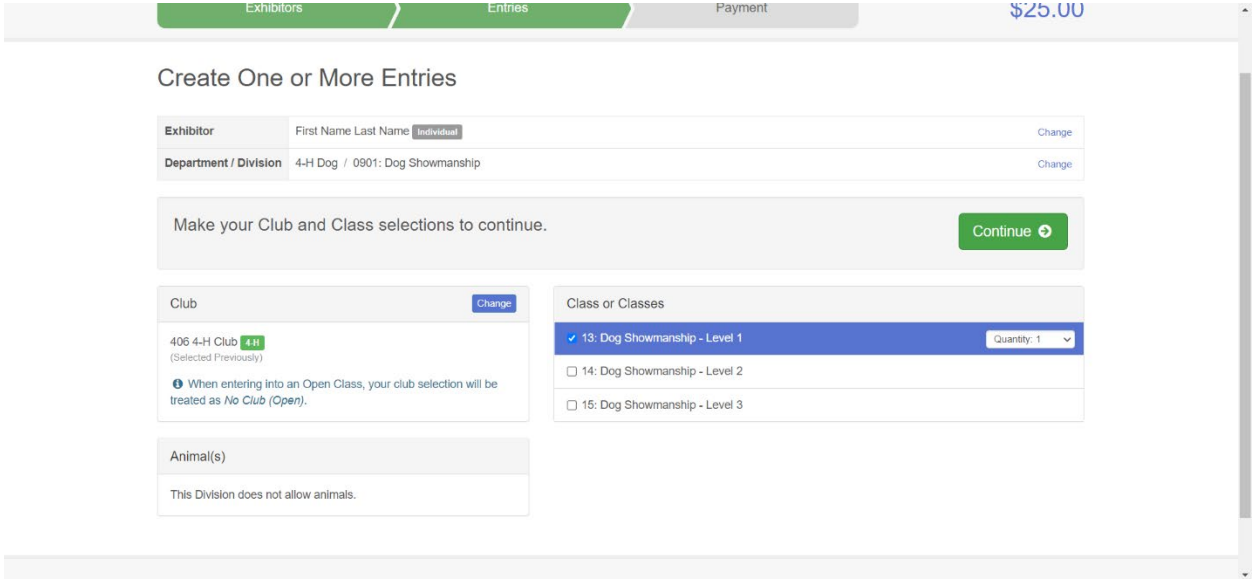
*Only 1 showmanship division may be entered **per member** in a given year



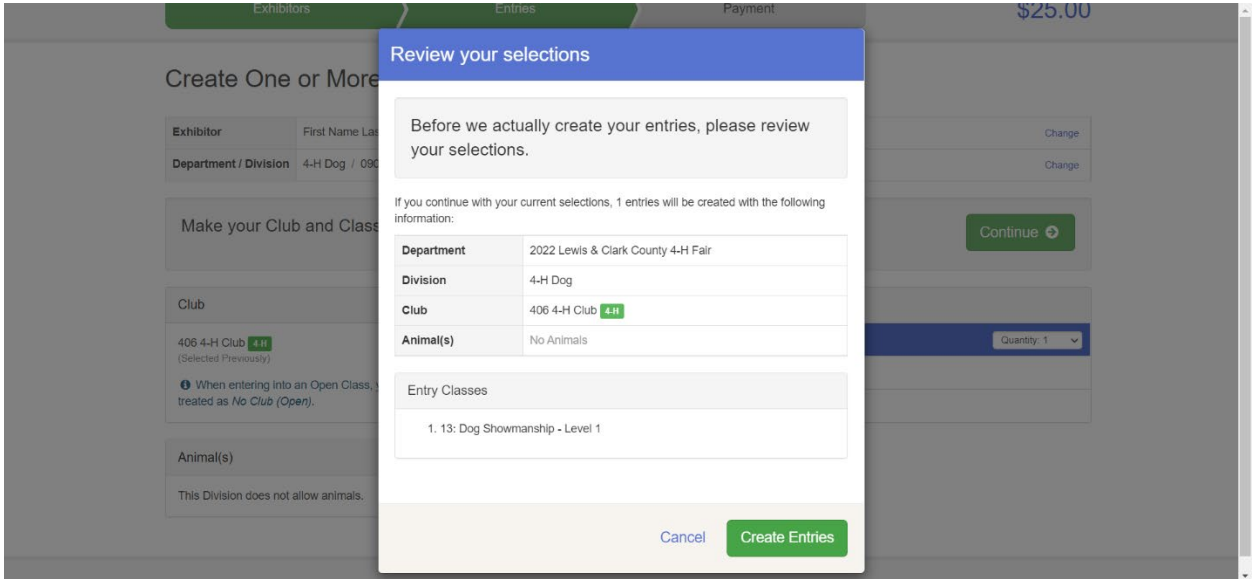
Click choose



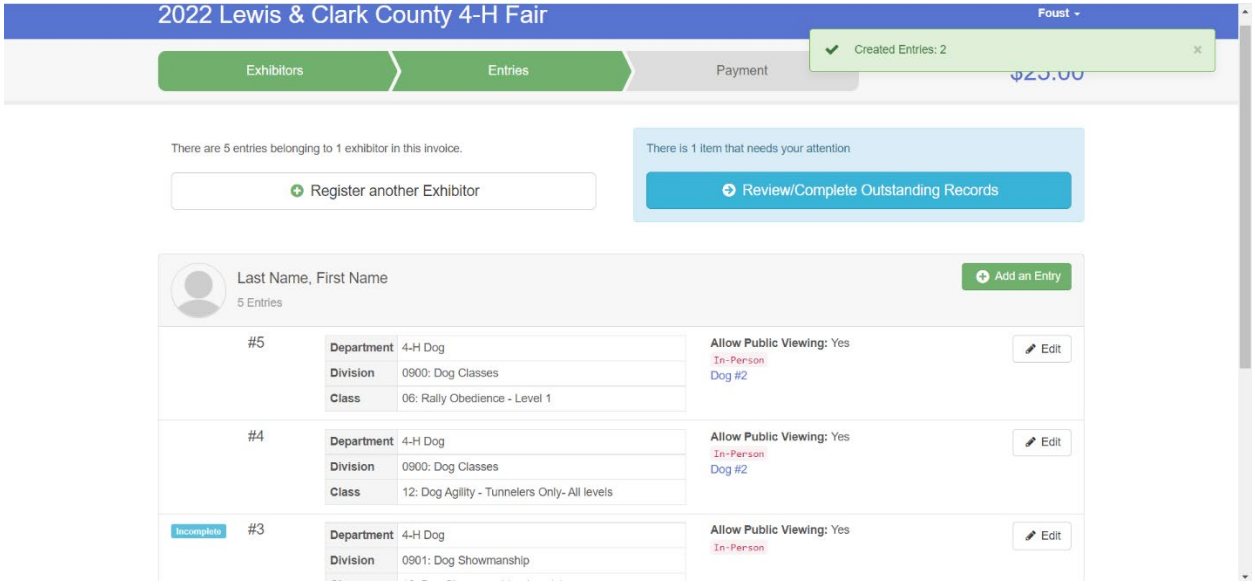
Next choose the correct level and hit continue



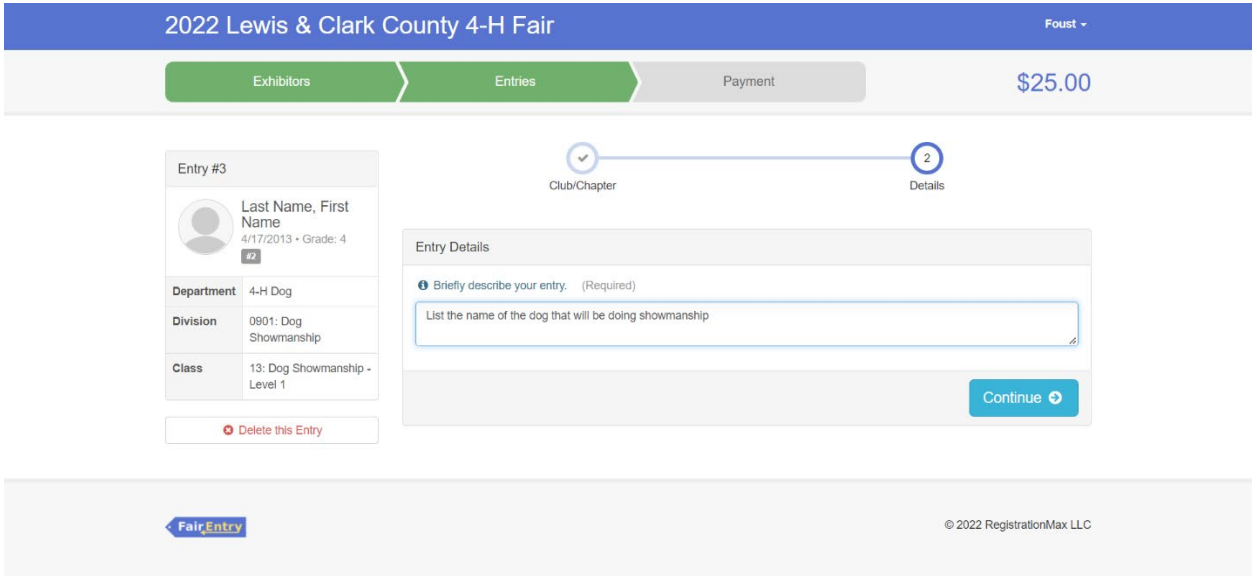
Review the entries for that specific dog and click create entries if it is correct



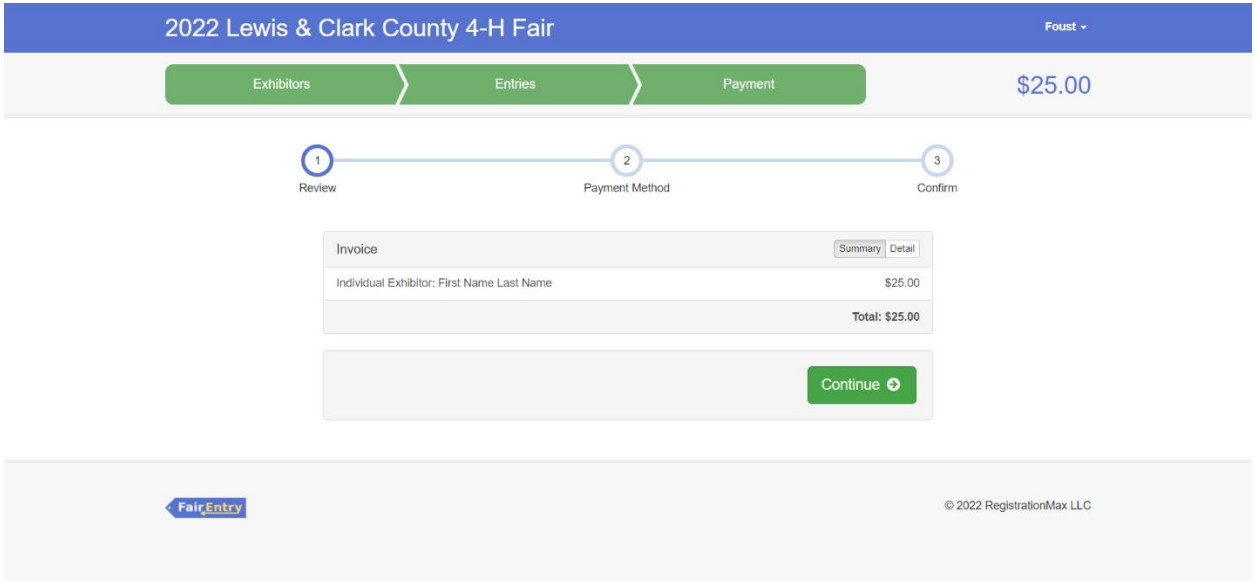
If you have everything added do one last check. If everything is correct click the review/complete outstanding records



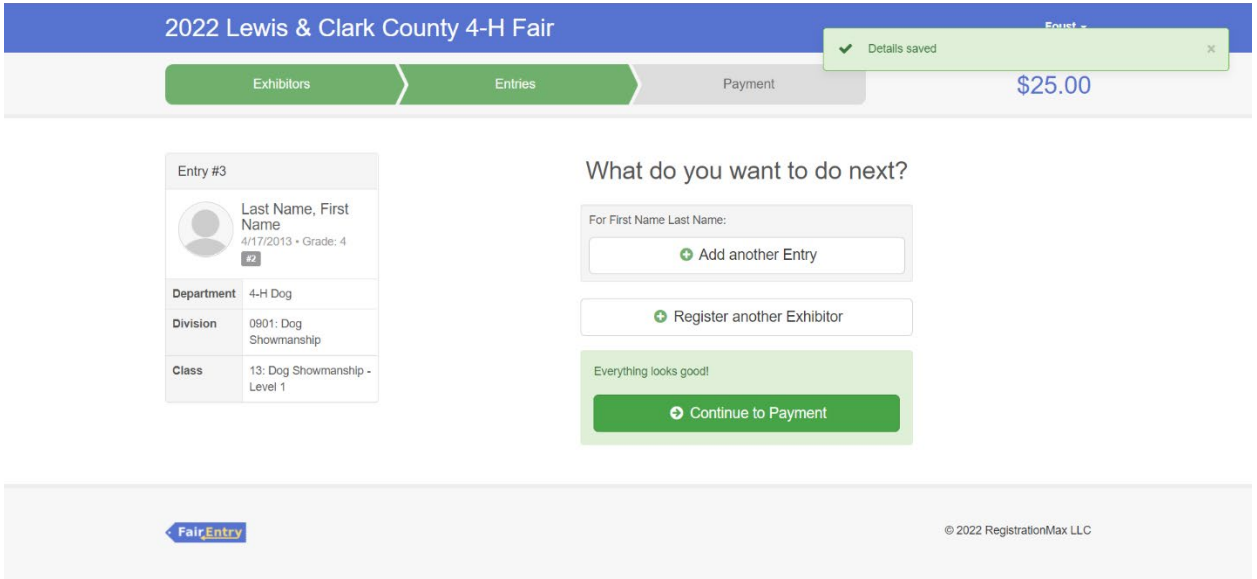
Type in the dogs' name that you plan on entering into the showmanship class and then hit continue



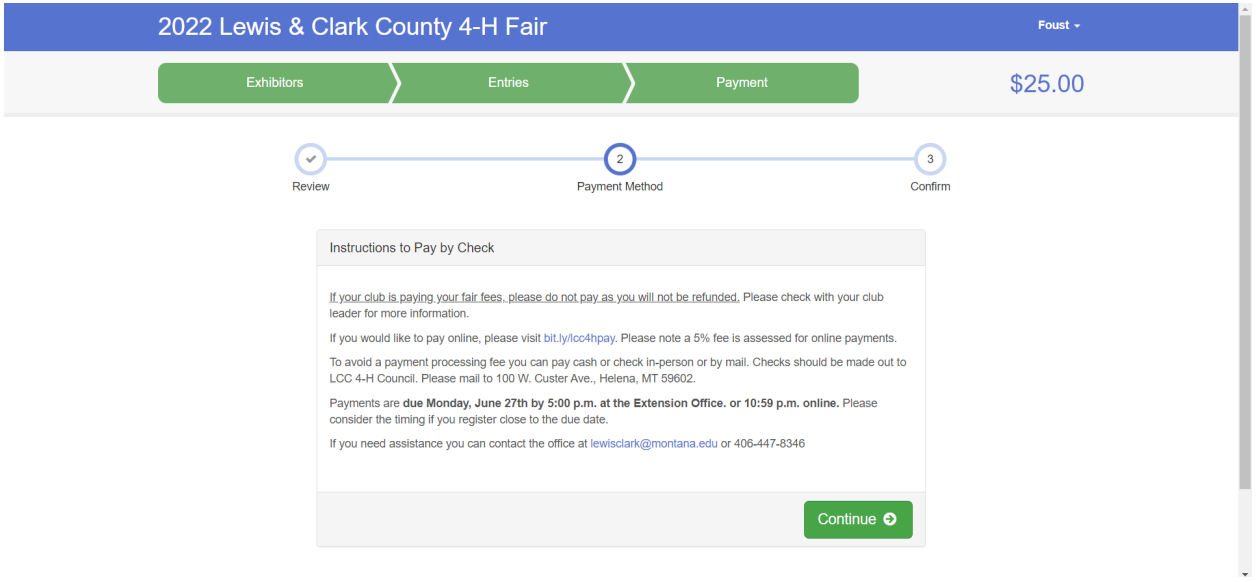
Click continue

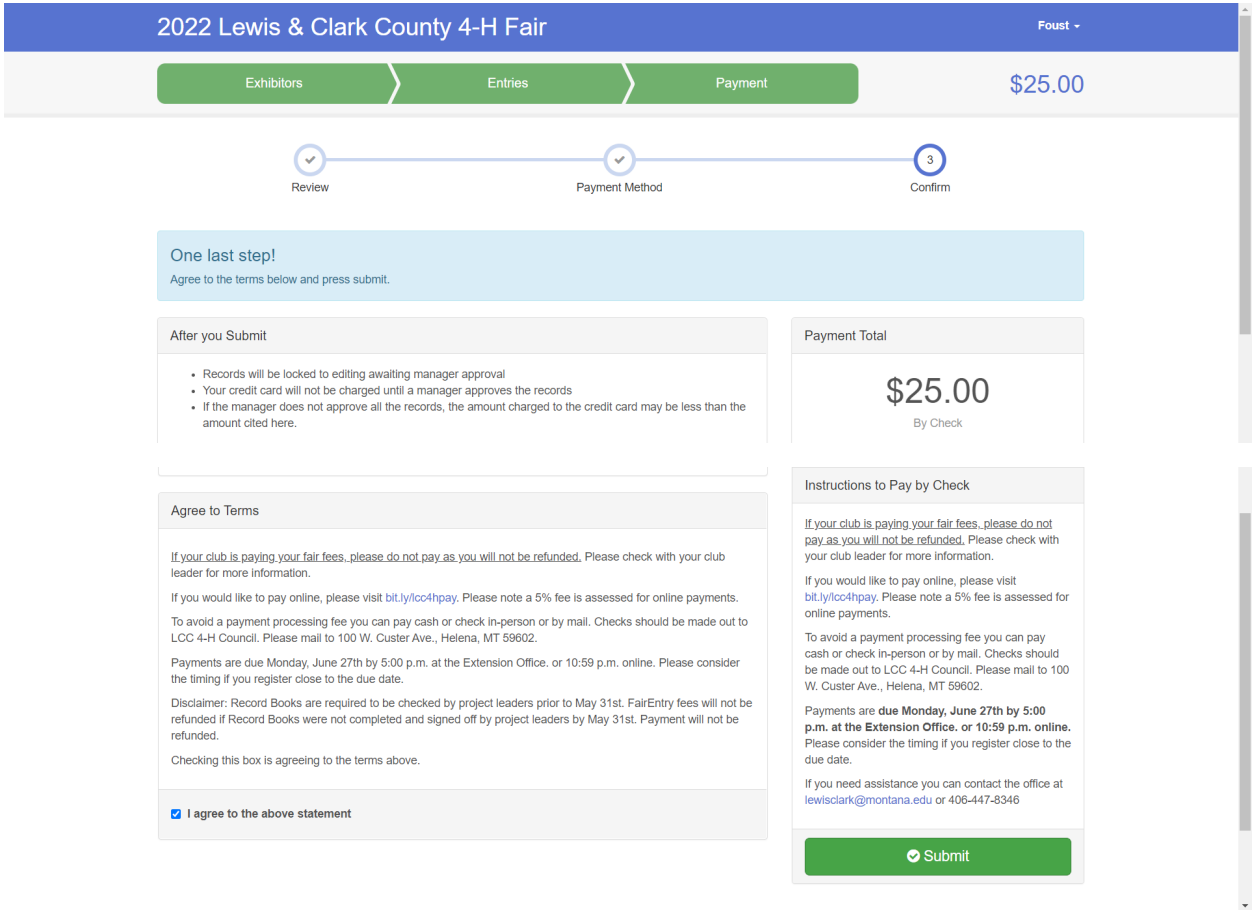


Click continue to payment if there are no other entries of family members who need to be registered



Please read carefully on this page for payment information and then click continue



After reading the agree to terms section carefully click the I agree to the above statement and then click submit

*Once you do this it locks you out until the office approves or rejects the registration