GENERAL RULES & REGULATIONS
FOR
DEKALB COUNTY 4-H SHOW & FAIR

**Notice: Throughout the 4-H Fairbook the phrase "past year" will mean 2022 and the phrase "present year" will mean 2023.

ELIGIBILITY
1. Each exhibitor in the DeKalb County 4-H Shows must be officially enrolled in a DeKalb County 4-H Club in the present year. Member must be enrolled online in the project by **April 15**, present year.
2. Any exhibitor who individually or in groups is responsible for any disturbance during a 4-H show shall be required to leave the premises with their exhibits and shall forfeit their premium money.
4. A minimum age of 8 as of September 1, 2022 is eligible to participate in all State Fair Junior Department livestock, horse and pony, and general projects classes.
5. 4-H members unable to attend the 4-H General Project Show should sign-up to drop off their project and written report to be judged.
6. All animals must be exhibited in the show ring by 4-H owners. In cases of sickness, two entries, or a judging conflict, another 4-H member may be secured to help.
7. 4-H'ers are limited to receive one premium per class exhibited in premium eligible projects.
8. **If you need reasonable accommodations to participate, please contact the Extension office at 815/758-8194. Early requests are strongly encouraged to allow sufficient time for meeting your access needs.**

ENTRIES
1. Deadline to enroll in the General Project Show and Livestock Shows **June 12**

2. Family Instructions to Enroll in Exhibits
   1. Navigate to FairEntry using the link: http://dekalb4-hfair.fairentry.com
   2. Go to "Create a FairEntry Account". *Note: If you receive a message that your email already has an account, go back to the sign in screen and choose "Forgot your password?". This will reset your account and allow you to continue.*
   3. Enter the email address you wish to use for this account. *Note: Our enrollment and entry systems no longer integrate.*
   4. Use your family's last name as account name.
   5. Complete the account information, including your cell phone number, and create a password.

SECTION 1 – EXHIBITORS TAB
   1. Once logged in and on Welcome screen, select "Begin Registration."
   2. Click on "Individual" on the next screen and you will then need to complete the required information as requested. Click "Continue" to move through the screens.
   3. Once personal data is entered, click on the green "CONTINUE" box.
   4. IMPORTANT!! THIS DOES NOT MEAN THAT YOU ARE REGISTERED FOR FAIR! YOU MUST CONTINUE THROUGH THE FOLLOWING STEPS AND CHOOSE CLASSES YOU PLAN TO EXHIBIT!
   5. Click green "Continue" box in bottom right corner.
   6. If all information is correct, click green "Continue to Entries" in top right corner.

SECTION 2 – ENTRIES TAB -- MAKING AN ENTRY
   1. Click on the green "Add an Entry" or "Begin work on a new invoice".
   2. Follow the screens to continue selecting your project entry.
   3. Click "Back to Entries."
      - You have three options: 1) Add another entry for the same 4-H member OR, 2) Register another exhibitor OR 3) "Continue to Payment" (Choose this option ONLY if you are done adding entries and exhibitors). **When adding another entry, select "Add another Entry" and then select the light blue "Change" button to choose a new entry. This will NOT impact the previous entry.**
   4. NOTE: If there are any questions that need to be answered for a class, you will see a light blue box indicating incomplete items. You will need to click on "Review/Complete Outstanding Records" to complete any questions before you can continue to payment.

SECTION 3 – PAYMENT TAB
1. The DeKalb County 4-H Fair does not charge entry fees or pen/stall fees. However, please continue with the payment tab to complete your entries.
2. Click the green "Continue" button until you see the green "Submit" button.
3. The Extension Office will approve or reject your entries. You will be sent another email accordingly.

ADDING NEW CLASSES FOR PREVIOUSLY REGISTERED YOUTH
1. Log in to Fair Entry.
2. Choose "Begin work on a new invoice" button.
3. Choose "Create Entry" next to your exhibitor's name.
4. Follow directions starting with SECTION 2 of these directions.

3. ENTRY RULES
   A. Entries may be made only in project areas in which the 4-H member is enrolled in.
   B. All entries MUST be the current work of the member making the exhibit or entry.

4. LIVESTOCK RULES - All animals exhibited at the 4-H Fair must be owned by the 4-H member. Professional fitters **will not be allowed** to assist in the 4-H Fair. 4-H'ers may be assisted by a family member (mother, father, brother, sister, grandparents, or legal guardians) or by another 4-H'er from DeKalb County.

JUDGING
1. RATING & PREMIUMS
   A. 4-H General Projects are evaluated on an individual basis through conferences between the 4-H'er and the judge. 4-H livestock exhibits are evaluated on an individual basis within their classes. All 4-H exhibits receive a blue, red, or white rating.
   B. 4-H exhibitors will receive their 4-H premium checks if/when money is received from the state for this purpose. 4-H premiums will be paid using an x-factor. Checks will be mailed to exhibitors.
   C. Grievances/Protests - The 4-H Grievance Committee shall consist of the 4-H Fair Superintendent and 4-H Extension staff. Judging concerns/questions should go to the appropriate department superintendent first. If the concern cannot be resolved, then the department superintendent may refer the concern to the Grievance Committee. All grievances must be filed in writing. Grievances should be submitted to an Extension staff member. Complaints must be brought before the Grievance Committee within 24 hours of the incident.

Tax Implications for Prizes, Gifts, or Awards
Program Participants (including minors) will be required to provide their social security number or foreign national tax ID number prior to receiving a prize, gift, or award to ensure proper IRS reporting as required by law. This sensitive information is kept confidential and handled through security protected software (PEAR). Participants will not be eligible for prize, gift, or award if social security or foreign national tax ID information is not provided.

All first time 4-H'ers showing horses, rabbits, cats, dogs and poultry will need to complete the QUALITY ASSURANCE & ETHICS PROGRAM over the internet. This should be completed by May. Failure to complete this program will result in the 4-H'ers being dropped from the project and ineligibility to show at the fair.

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* Articles lost, stolen, or damaged are not the responsibility of the University of Illinois Extension DeKalb County.