1. Start by going to fairentry.com
2. At the top of the page click **Find Your Fair**
3. Search **Lawrence County, IL**
4. Next you will click **Create a Fair Entry account**

5. Creating new account - Enter your email address in the following boxes.
6. Then fill out the information that is presented on the next screen. For your account name please use your families last name like you did with your zsuites household.

7. Once you hit create account you will get a screen like below. Please click begin registration.
8. Next click the green individual button

9. Fill in your first child's first and last name.

10. You must fill out the home phone number part. Please just put your cell phone number there.
11. Next fill out the address portion and hit continue. This part is important because it will ensure premium checks are mailed to the right address after fair.

12. Then you will see a question page. If there are no questions there it means that the county admin didn't need any extra questions answered. You may hit the green continue button.

13. As long as everything on the review page looks okay then you will hit the green continue to entries button.
14. Next to the youth's name to the right there will be a green button that says add entry. Please click on that.

15. Next is where you will choose which project you will be bringing to the fair. So on the next screens you see please select the correct projects you plan to bring to the fair.
   - For livestock if you have more than 1 animal that falls into that class then you will need to change the quantity button to the right to 2.

16. For the next part you will select your correct 4-H Club and then hit continue
17. THIS STEP IS VERY IMPORTANT!!

- If you have another child that you need to enter in projects for please hit the register another exhibitor button. **If you are adding another child you will repeat steps 9-17.**
- If you forgot to add another project to your child's account please click add another entry.
- or if this is your last child to enter then you may click continue to payment.

**If you hit continue to payment and you have not entered your other child or need to add more projects you will not be able to until the extension staff approve the projects you already submitted.**

18. The last step will have you review your projects. Please make sure they are correct as you will not be able to change them after the Fair Entry deadline (**June 5th**). Continue through the payment part (there is no fee we just can't remove this step). Then lastly you will click the green submit button.