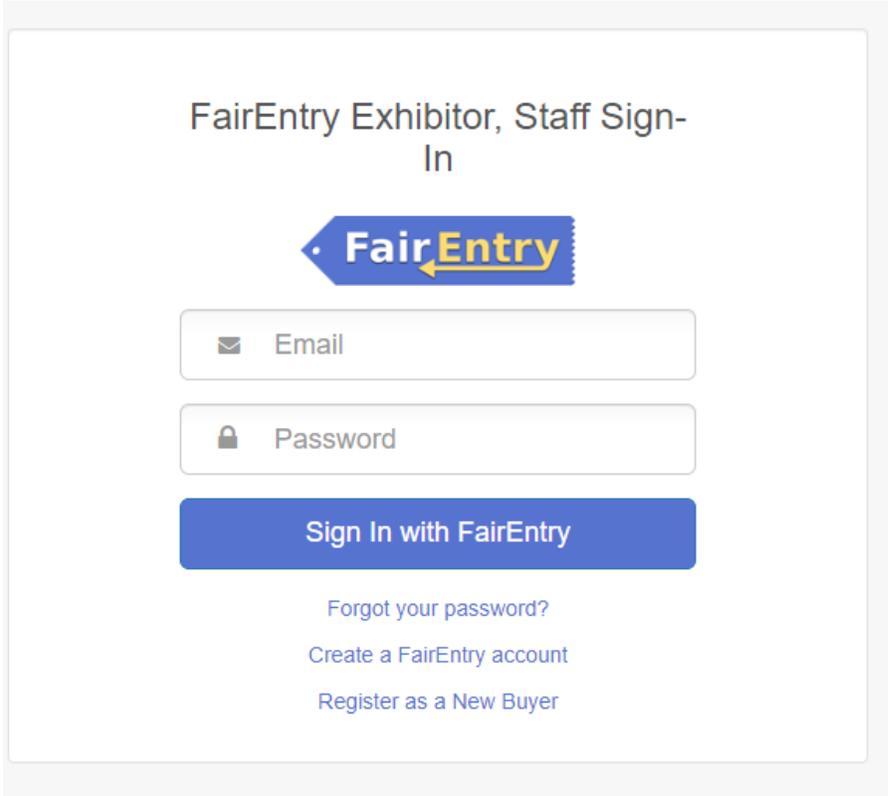


Family Instructions to Enroll in Multi Entry Exhibits

Go to the website: <https://fairentry.com/Fair/SignIn/18055>



FairEntry Exhibitor, Staff Sign-In



[Sign In with FairEntry](#)

[Forgot your password?](#)

[Create a FairEntry account](#)

[Register as a New Buyer](#)

1. Click “Create a FairEntry account” if you have never created an account before.
2. Once you have entered email, then click create account.
3. Fill out information to create an account.
4. If you get the prompt, choose to register as an Individual.
5. Put in exhibitor’s information. Click continue.

Exhibitors

Entries

Payment

\$0.00

Do you want to register an **Individual**?

Individual

New Individual Exhibitor

First Name
(Required)

Last Name
(Required)

Birthdate
(Required)



Grade
(Optional)

Cancel

Continue

6. Complete all of exhibitor's information. There will be 3 short pages to complete. Click "continue" to go to the next page of information to fill out.

 **Tester, Test**
6/15/2008 • Grade: 10
#3

[Delete this Exhibitor](#)



Contact Info

Home Phone Number
(Required)

Format: ###-###-#### or #####

Email Address
(Optional)

Format: name@website.com

Cell Phone Number
(Optional)

Format: ###-###-#### or #####

Specify your cell phone number (and cell phone provider) if you want to receive SMS Text messages about your FairEntry records.

Cell Phone Carrier
(Optional)

⚠ The form is incomplete. Please complete the form.

[Continue](#)

7. Review all information. If any information is incorrect, click “edit” on the box to correct it. Click “Continue to Entries”.
8. If you need to register another exhibitor click “Register another Exhibitor”. If not, click “add entry” on the exhibitor’s name.

There are 0 entries belonging to 2 exhibitors in this invoice.

[Register another Exhibitor](#)

Everything looks good!

[Continue to Payment](#)

 **Tester, Test**
0 Entries

[Add an Entry](#)

9. Select the appropriate Department. Then you will see a list of Divisions within that Department.

Starting an Entry

Department	General Projects	Change
-------------------	------------------	--------

Select a Division to continue

Aerospace Not Available

This exhibitor may not enter into this Division because:

- > a membership to one of the following 4HOnline Projects is required:
 - Aerospace - Aerospace 2
 - Aerospace - Aerospace 3
 - Aerospace - Aerospace 4
 - Aerospace - Clover Challenge

Animal Science	Select
Child Development	Select
Citizenship	Select

10. Select the desired Division. Confirm that you selected the desired Division.

11. Select one or more classes. After selecting the classes, click on Continue.

Choose Department and Division

Department	General Projects	Change
Division	Foods and Nutrition	Change

Cancel **Choose**

Make your Club and Class selections to continue.

Club	Class or Classes
<p>Military Club 4-H (Primary Club)</p> <p>i When entering into an Open Class, your club selection will be treated as <i>No Club (Open)</i>.</p>	<p>▼ 50200: 4-H Cooking 101</p> <p><input type="checkbox"/> Marshmallow Treats</p> <p><input type="checkbox"/> Cookies</p> <p><input type="checkbox"/> 50201: 4-H Cooking 201</p> <p><input type="checkbox"/> 50202: 4-H Cooking 301</p> <p><input type="checkbox"/> 50203: 4-H Cooking 401</p> <p><input type="checkbox"/> 50204: Food Science 1 - 4</p> <p><input type="checkbox"/> 50208: Food Preservation</p> <p><input type="checkbox"/> 50210: Food Ready4Life Challenge</p>
Animal(s)	
<p>This Division does not allow animals.</p>	

12. Review the selections for the division and click on Create Entries. This will add the entries for this division.

Review your selections

Before we actually create your entries, please review your selections.

If you continue with your current selections, 2 entries will be created with the following information:

Department	2018 Illinois Training Fair
Division	General Projects
Club	Military Club 4-H
Animal(s)	No Animals

Entry Classes

- 50201: 4-H Cooking 201
- 50200: 4-H Cooking 101 / Marshmallow Treats

Cancel **Create Entries**

13. If there are any questions that need to be answered for the classes, you will see a light blue box indicating Incomplete items. Click on the box to complete any questions.

The screenshot shows a progress bar with three stages: 'Exhibitors' (green), 'Entries' (green), and 'Payment' (grey). The total amount is \$0.00. Below the progress bar, there are two notification boxes. The left one says 'There are 2 entries belonging to 1 exhibitor in this invoice.' and contains a 'Register another Exhibitor' button. The right one, highlighted in light blue, says 'There is 1 item that needs your attention' and contains a 'Review/Complete Outstanding Records' button. A red arrow points to this button.

14. Answer any questions that come up. The class for the entry needing additional information will show on the left. Click Continue.

The screenshot shows the details for 'Entry #13'. On the left, a table lists the entry information:

Entry #13	
	Horn, Child 1 9/02/2007 • 9 years old (4-H age) • Grade: 7 #2 4HOnline Training • Military Club
Department	General Projects
Division	Foods and Nutrition
Class	50200: 4-H Cooking 101
Sub-Class	Marshmallow Treats
Delete this Entry	

On the right, a progress bar shows 'Club/Chapter' (1) and 'Questions' (2). Below it, a 'Questions' section contains the text 'Content Block for Cooking 101 Marshmallow Treats' and a 'Continue' button. A red arrow points to the 'Continue' button.

15. If you wish to add another Entry, choose either Add another Entry, or Add another Entry in this Division. Add another entry would allow you to choose another entry in any division. Add another entry in this division would allow you to add another entry in the same division, for example Food and Nutrition.

16. If you are done adding entries for all individuals, click Continue to Payment. Follow any instructions regarding Payment. In Illinois, exhibits usually do not require a registration Fee, so the Invoice will be \$0.

Exhibitors > Entries > Payment

1 Review 2 Payment Method 3 Confirm

Invoice		Summary	Detail
Individual Exhibitor: Test for Authorizations Horn			\$0.00
		Total:	\$0.00

Continue →

17. Choose to Submit your entries.
 After you have submitted your entries, you should receive an email from FairEntry.

 FairEntry no-reply@faireentry.com via sendgrid.net to me ▾


 Flexible fair registration for counties and states

Thanks for registering with 2018 Illinois Training Fair

We received your registration on
 February 22, 2018 at 10:18:27 AM 0 Time

Invoice #: 252475
Exhibitors: 1
Entries: 2
Total Fees: \$0.00

Individual Exhibitor: Child 1 Horn
Entry #10: 2018 Illinois Training Fair / General Projects / Aerospace / 50130: Model Rocketry / Level 2
Entry #9: 2018 Illinois Training Fair / General Projects / Aerospace / 50131: Aerospace Display