



FAIR ENTRY INSTRUCTIONS

CRAWFORD COUNTY



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

Registration is currently **Open**
Registration dates: 4/1/2017 - 8/9/2023
Exceptions may apply [View Details](#)

Welcome to Fair Entry! The Crawford County 4-H Shows will be held July 18-27, 2023, with the Foods show being held on Tuesday July 11. Deadline to register for the fair is JUNE 20, 2023!

We are counting on you, our 4-H members and families, as well as our staff and volunteers to help make this fair season a safe and successful one!

If an exhibitor is unable to attend, an excused absence form must be turned to the Crawford County Extension Office, one week prior to the show and another 4-Her must show the project.

Each 4-H project has specific exhibit requirements to show at fair. Please review your Crawford County 4-H Handbook for fair exhibit rules

If you need further assistance, you may contact our office Monday thru Friday from 8 a.m. to 4:30 p.m. (closed 12-1 p.m.) at 618-546-1549 or email 4-H Program Coordinator April Knoblett at knoblett@illinois.edu. After hours, please leave a message and we will return your call.

See you at the Fair!

University of Illinois Extension provides equal opportunities in programs and employment.

University of Illinois U.S. Department of Agriculture Local Extension Councils Cooperating

If you need a reasonable accommodation to participate in this program, please contact the Crawford County Extension Office at 618-546-1549. Early requests are strongly

FairEntry Exhibitor, Staff Sign-In

FairEntry

Email

Password

Sign in with FairEntry

[Forgot your password?](#)
[Create a FairEntry account](#)
[Register as a New Buyer](#)

5. Creating a new account-Enter your email address in the following boxes

[Back](#)

2023 Crawford County Fair

Create a FairEntry Account

With this account, you will be able to register Exhibitors and Entries for this fair.

Email

Confirm Email

Create Account

6. Fill out the information presented on the next screen. For your account name, please use your families last name.



Account Creation

To continue with registration for this fair, please provide the following details.

Email: [change](#)

Account Name: Example: Your last name

Phone Number: Format: ###-###-#### or #####

Password:

- 8 characters minimum
- at least 1 digit
- at least 1 capital letter or symbol

Confirm Password:

[Create Account](#)

7. Once you hit create account, you will get a screen like below. Please click **Begin Registration**



Welcome!

We noticed you haven't yet registered for the fair.

[Go To Dashboard](#)

[Begin Registration](#)

8. Next click on the green **Individual** button



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

[Individual](#)

9. Fill in your child's first and last name and birthday and hit **Continue**

10. You must fill out the home phone number part. Please just put your cell phone number there.

The screenshot shows a registration progress bar with five steps: Personal Details (1), Contact Info (2), Address (3), Questions (4), and Review (5). Step 2, 'Contact Info', is the active step. The form contains the following fields:

- Home Phone Number** (Required): Input field with format `###-###-####` or `#####`.
- Email Address** (Optional): Input field with format `name@website.com`.
- Cell Phone Number** (Optional): Input field with format `###-###-####` or `#####`. A note below reads: "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): Dropdown menu.

A red error message at the bottom states: "The form is incomplete. Please complete the form." A green 'Continue' button is at the bottom right.

11. Next fill out the address portion and hit **continue**. This part is important as it will ensure premium checks are mailed to the right address when those funds are available.

The screenshot shows the registration progress bar with step 3, 'Address', highlighted. The form contains the following fields:

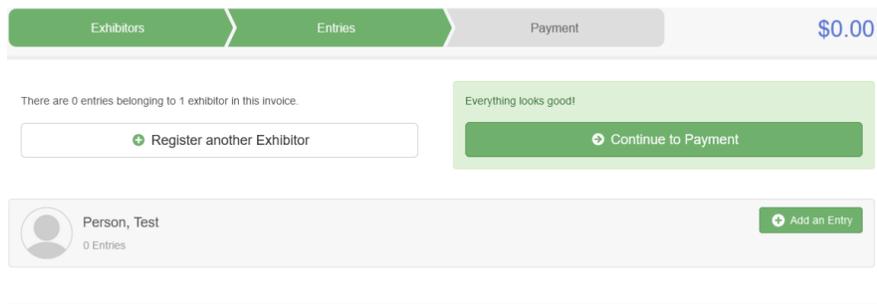
- Address** (Required): Input field.
- Address continued** (Optional): Input field.
- City** (Required): Input field.
- State** (Required): Dropdown menu.
- Postal Code** (Required): Input field.

A blue informational box at the top reads: "The exhibitor's address is very important! If this exhibitor will be receiving checks from the fair, those checks will be mailed to the address entered here." A green 'Continue' button is at the bottom right.

12. Then you will see a questions page. Please answer these required questions and then hit the green **continue** button

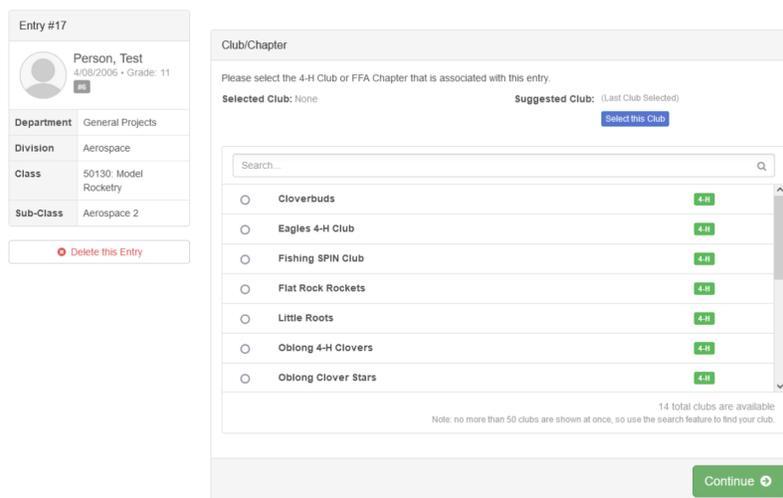
13. As long as everything looks correct, then you will hit the green **Continue to Entries button**

14. Next to your child's name, there will be a green button that says **Add Entry**. Click there.



15. Next is where you will choose which project you will be bringing to fair. On the next screens please select the correct project you plan to bring to fair.

16. For the next part, you will select your correct club.



17. This step is very important. IF you have another exhibitor to add, please hit the Register Another Exhibitor button. If you are adding another child, you will repeat steps 9-16. If you forgot to add another project to your child, click Add Another Entry. If this is your last child to enter, you may click Continue to Payment.

PLEASE NOTE: If you hit continue to payment and have not entered your other child or need to add more projects, you will be unable to do so until Extension staff approves the projects you have already submitted.

Entry #17	
	Person, Test 4/08/2006 • Grade: 11 #8
Department	General Projects
Division	Aerospace
Class	50130: Model Rocketry
Sub-Class	Aerospace 2

What do you want to do next?

For Test Person:

[+ Add another Entry](#)

[+ Register another Exhibitor](#)

Everything looks good!

[Continue to Payment](#)

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 once Fair Entry closes on July 1. Continue through the payment part (there is no fee, we just can not remove this step).

19. Now you will click the green Submit button.

Review Payment Method Confirm

One last step!
Agree to the terms below and press submit.

After you Submit	Payment Total
<ul style="list-style-type: none">Records will be locked to editing awaiting manager approvalYour credit card will not be charged until a manager approves the recordsIf the manager does not approve all the records, the amount charged to the credit card may be less than the amount cited here.	No payment is necessary
	Submit