JERSEY COUNTY 4-H FAIRENTRY INSTRUCTIONS

Visit: https: go.illinois.edu/JerseyFairEntry23

There will be only one option for logging in since we are no longer integrated with 4-H Online.

STEP ONE: Choose to Create a Fair Entry account.

STEP TWO: Enter the email address you intend to use for the account. You will enter it twice.

STEP THREE: Complete the account information and create a password for the account.

Account Creation

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

Email
dkttt5@gmail.com

change

Account Name

Example: Your last name
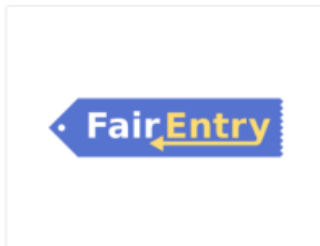
Phone Number

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

Password

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

Confirm Password

Create Account

STEP FOUR: Once you are logged in, you will be able to add individuals. Only add those individuals who will be registering to exhibit.

Welcome!

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

Go To Dashboard   Begin Registration ➡

FairEntry

| 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

NewHorn, Exhibitor1
11/29/2010 • Grade: 7
84

⊗ Delete this Exhibitor

✓ Personal Details — ✓ Contact Info — ③ Address — ④ Questions — ⑤ Review

Address

ⓘ **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.

Address
(Required)

Address continued
(Optional)
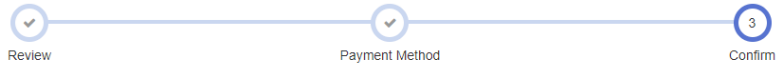
City
(Required)

State
(Required)

Postal Code
(Required)

Continue ➜

STEP FIVE: Add entries to exhibitor.

STEP SIX: If you have other members within your family that will be exhibiting select "Register another Exhibitor." Repeat steps for each 4-H member.

STEP SEVEN: Select "Continue to Payment" <u>ONLY</u> when all exhibitors and their entries have been added. There is no payment required and your amount due will be $0.00. Confirm exhibitors and entries and submit to the Extension Office for approval.

○——————○——————③
Review   Payment Method   Confirm

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

After you Submit	Payment Total
• Records will be locked to editing awaiting manager approval • Your credit card will not be charged until a manager approves the records • If 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

REMINDER – Since we have switched from 4-HOnline to ZSuite, the systems no longer communicate with FairEntry. This is a slightly different process. Youth will be able to view all the projects offered as exhibit opportunities. Members are only permitted to register for the projects they are enrolled in. If you are not enrolled in a project that you select to exhibit, I will reject it at manager level. Project selections were due by April 15, 2023.