OPEN CLASS

LOGGING IN

Go to Winnebagocountyfaironline.com

Click on Exhibitors at the top of the page, then choose FairEntry Login under Adult Exhibitors (Open Class).

Sign in using your existing FairEntry account (highlighted in green below or register as a new exhibitor (highlighted in orange below).

Do **NOT** use the Green 4-H Online button to sign in.
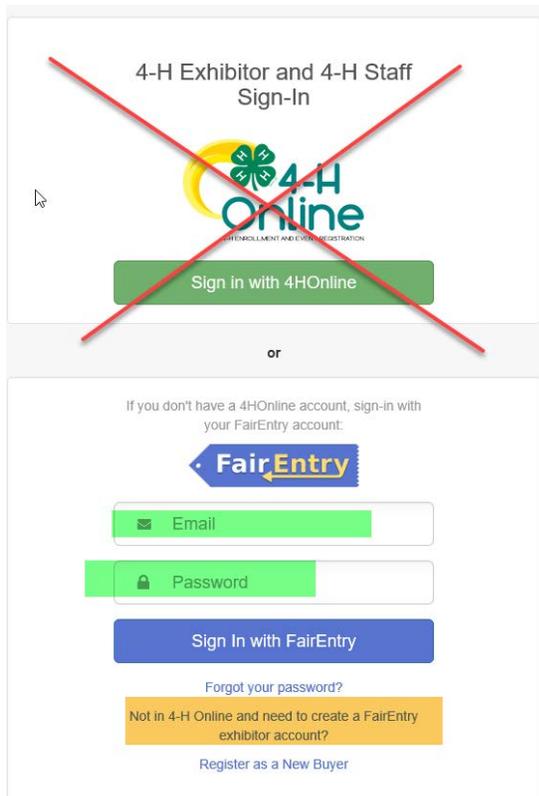
OPEN CLASS

CHOOSING THE ENTRIES

Next to your name choose Edit

Click Continue to Entries

Click Select next to the Department you would like to enter

Click Select next to the Class you would like to enter

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Department	115 Flowers & House Plants - Open	Change

115A: Cut Flowers	Select ➡
115B: House Plants	Select ➡
115C: Special Outdoor Plants	Select ➡

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Click Choose

Check all the entries you would like to enter in this class. Read the fair book to see if there is a limit on the amount of entries in a specific Department

Click Continue and repeat for each Department

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ANIMAL ENTRIES

Please note:

When entering animal entries you must have your information for the animals ready. This information may include, but not be limited to:
- **Vaccination dates and types**
- **Scrapies #**
- **Premise ID**
- **Dairy Cattle – Sire and Dam information**

If a required field is not applicable to your animal entry (ex: dog requiring a premise code then enter NA)

Also note – If you enter NA into something that is required for your entry you CANNOT go back in and change it later. This entry will not be valid. *YOU MUST ENTER ALL REQUIRED ANIMAL INFORMATION AT THE TIME OF ENTRY.*

While in the specific entry at the lower left will be an area to enter an animal. Choose this and follow the prompts to enter the data for a specific animal.

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DELETING AN ENTRY

If you want to delete an entry, this has to be done before Submission.

Locate the entry you want to delete, click edit to the right in that entry

Click the button at the lower left under the child information is a button in red writing that reads Delete this Entry.
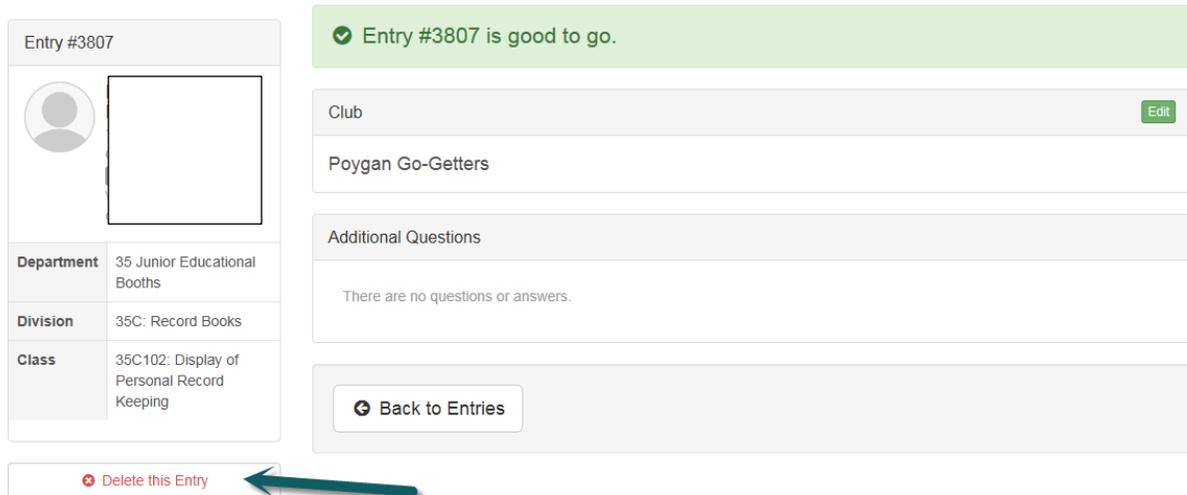
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SUBMITTING COMPLETED ENTRIES

When finished with all the entries for your child(ren) Click Continue to Payment and review your entries (reference page 7 if you want to delete an entry) continue until you see the Submit button, click the submit button.

YAY! You're done 😊

See you at the fair!!