



Returning Exhibitor Registration How To

Step 1: Got to <https://cachecounty.fairentry.com> to begin your registration.

Step 2: Login using either your 4-H online account or your FairEntry account. If you don't have either, create a FairEntry account.

2020 Cache County Fair

Registration is currently **Open**

Registration dates: 3/2/2020 - 6/6/2020

Exceptions may apply [View Details](#)

Welcome to the 2020 Cache County Fair

"Theme Coming Soon"

2020Fairbook has not been uploaded yet - Coming Soon!!! See the Fairbook for Rules, setting up an account, and creating entries. If you created entries last year, your Sign-in and Password will be the same. Entries are not final until they have been submitted. You cannot add additional entries once submitted until they have been approved. Check your email for confirmation and your list of entries. You will receive a second email when your entries have been approved.

- Entry Help and a step by step guide can be found here: [FairEntry Help and Guide](#)
- Email: cachecountyfair@yahoo.com or text only to 435-253-2747 with any entry questions.
- Recommended browsers are Google Chrome and Firefox. Older versions of Internet Explorer may cause undesirable results.

Exhibitor and Staff sign-in

4Honline
4-H Exhibitors and Entry Registration

Sign in with 4Honline

If you don't have a 4Honline account, sign-in with your FairEntry account:

Email

Password

Sign in

[Forgot your password?](#)
[Not in 4-H and need to create a FairEntry account?](#)

Step 3: Select the existing exhibitor you plan to register. If no exhibitors exist, use New Exhibitor Registration How To.

Exhibitors Entries Payment **\$0.00**

Exhibitors being registered

There is one exhibitor in the process of being registered

+ Register an Exhibitor

Richardson, Janessa Register Exhibitor

Previously Registered Exhibitors

The registration information for an Exhibitor in this list cannot be edited but you can add new Entries.

FairEntry © 2020 RegistrationMax LLC



Step 4: Check personal information for accuracy. Pay close attention to the correct birthdate. Click continue.

 Richardson, Janessa
1/01/2001
#2


[Delete this Exhibitor](#)

1 Personal Details 2 Contact Info 3 Address 4 Questions 5 Review

Personal Details

First Name (Required)


Last Name (Required)

Birthdate (Required) 

Grade (Optional)

[Continue](#)

Step 5: Check contact info. Pay close attention to the email field. This will be the email used to contact you with any Jr Livestock information. Click continue.

 Richardson, Janessa
1/01/2001
#2

[Delete this Exhibitor](#)

1 Personal Details 2 Contact Info 3 Address 4 Questions 5 Review

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)

[Continue](#)



Step 6: Check address info. This address will be used to send your sale check. Click continue.

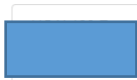
 Richardson, Janessa
1/01/2001
#2

[Delete this Exhibitor](#)



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.

 [Copy](#)

Address (Required)

Address continued (Optional)


City (Required)

State (Required)

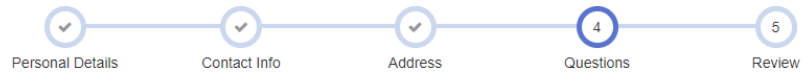
Postal Code (Required)

[Continue](#)

Step 7: No questions to answer. Click continue.

 Richardson, Janessa
1/01/2001
#2

[Delete this Exhibitor](#)



Questions

There are no questions to answer.

[Continue](#)



Step 8: Review all information is correct. Click continue to entries.

Richardson, Janessa
1/01/2001
#2
[Delete this Exhibitor](#)

Personal Details Contact Info Address Questions **5** Review

Please review the exhibitor registration. [Continue to Entries](#)

Personal Details		Edit
First Name	Janessa	
Last Name	Richardson	
Birthdate	1/01/2001	
Gender		

Contact Info		Edit
Email	buckaroo216@gmail.com	
Home Phone	435-754-8204	
Cell Phone	435-754-8204	
Cell Phone Carrier		

Address [Edit](#)

Additional Questions

There are no questions or answers.

Step 9: Ensure it is the correct exhibitor you would like to register. Click Add an Entry.

There are 0 entries belonging to 1 exhibitor in this invoice.

[+ Register another Exhibitor](#)

Everything looks good!
[Continue to Payment](#)

Richardson, Janessa
0 Entries
[+ Add an Entry](#)

Step 10: Scroll down and find the desired species market class.

JR LIVESTOCK - 4H-FFA MARKET BEEF	Select
JR LIVESTOCK - 4H-FFA MARKET DAIRY	Select
JR LIVESTOCK - 4H-FFA MARKET GOATS	Select
JR LIVESTOCK - 4H-FFA MARKET SHEEP	Select
JR LIVESTOCK - 4H-FFA MARKET SWINE	Select



Step 11: Select the market class. (Double check the species is correct)

Choose Department and Class

Department	JR LIVESTOCK - 4H-FFA MARKET SWINE	Change
Fitting and Showmanship - Swine		Select ↗
Market Swine		Select ↗
Pee Wee Swine		Select ↗

Cancel Choose

Step 12: Double check you are registering for the correct class. Click choose.

Choose Department and Class

Department	JR LIVESTOCK - 4H-FFA MARKET SWINE	Change
Class	Market Swine	Change

Cancel Choose

Step 13: Click Select.

Starting an Entry

Department	JR LIVESTOCK - 4H-FFA MARKET SWINE	Change
Class	Market Swine	Change

Select a Lot to continue

01: Weight Class Select ↗

Richardson, Janessa
1/01/2001
#2

Existing entries (0)



Step 14: Click continue.

Starting an Entry		
Department	JR LIVESTOCK - 4H-FFA MARKET SWINE	Change
Class	Market Swine	Change
Lot	01: Weight Class	Change
		Continue

Step 15: Choose 4-H club or Chapter. *if you do not find your club or FFA chapter use the search bar. The scroll feature only shows **50** at a time.

1 Club/Chapter 2 Animals

Club/Chapter

Please select the 4-H Club or FFA Chapter that is associated with this entry.

Selected Club: None **Suggested Club:** (Last Club Selected) [Select this Club](#)

Search...

- 4-H General Club (for new members) (Cache) [4-H](#)
- 4-H Homeschool Teen Chemisty Club (Cache) [4-H](#)
- A Plus (Cache) [4-H](#)
- Adams (Doug) Family 4-H (Cache) [4-H](#)
- Adams Afterschool Club (Current) (Cache) [4-H](#)
- Adventure Club (Cache) [4-H](#)
- Alan's Insects (Cache) [4-H](#)

268 total clubs are available
Note: no more than 50 clubs are shown at once, so use the search feature to find your club.



Step 16: Click continue. ** If prompted to enter a tag number, please put 00 for now. It will be changed upon tag-in by Jr. Livestock officials.

Entry #1	
	Richardson, Janessa 1/01/2001 #2
Department	JR LIVESTOCK - 4H-FFA MARKET SWINE
Class	Market Swine
Lot	01: Weight Class
Delete this Entry	

Club/Chapter 2 Animals

Entry Animals

i You do not need to identify the animals for this entry now.
Identification will be done when you check in.

[Continue](#)

Step 17: If you also like to enroll this exhibitor in showmanship as well, click add another entry.

Entry #1	
	Richardson, Janessa 1/01/2001 #2
Department	JR LIVESTOCK - 4H-FFA MARKET SWINE
Class	Market Swine
Lot	01: Weight Class

What do you want to do next?

For Janessa Richardson:

[+ Add another Entry](#)

[+ Register another Exhibitor](#)

Everything looks good!

[Continue to Payment](#)

Step 18: Click Change in the **class** category. Be sure you still have the correct species.

Choose Department and Class

Department	JR LIVESTOCK - 4H-FFA MARKET SWINE	Change
Class	Market Swine	Change

[Cancel](#) [Choose](#)



Step 19: Select Fitting and Showmanship.

Choose Department and Class	
Department	JR LIVESTOCK - 4H-FFA MARKET SWINE Change
Fitting and Showmanship - Swine	Select
Market Swine	Select
Pee Wee Swine	Select
Cancel Choose	

Step 20: Double check the correct class is selected. Click choose.

Choose Department and Class	
Department	JR LIVESTOCK - 4H-FFA MARKET SWINE Change
Class	Fitting and Showmanship - Swine Change
Cancel Choose	

Step 21: Choose which lot has the exhibitor's age division. *This is based off of the grade the exhibitor will finish in **May of 2020**.

Starting an Entry	
Department	JR LIVESTOCK - 4H-FFA MARKET SWINE Change
Class	Fitting and Showmanship - Swine Change
i Select a Lot to continue	
1: Junior Showmanship Grade 3-5	Select
2: Intermediate Showmanship Grade 6-9	Select
3: Senior Showmanship Grades 10-12	Select



Step 22: Double check the correct class was selected. Click continue.

Starting an Entry		
Department	JR LIVESTOCK - 4H-FFA MARKET SWINE	Change
Class	Fitting and Showmanship - Swine	Change
Lot	3: Senior Showmanship Grades 10-12	Change
		Continue

Step 23: Choose your club. It will most likely remember the club that was selected before.

Entry #2

Richardson, Janessa
1/01/2001
#2

Department JR LIVESTOCK - 4H-FFA MARKET SWINE

Class Fitting and Showmanship - Swine

Lot 3: Senior Showmanship Grades 10-12

[Delete this Entry](#)

Club/Chapter

Please select the 4-H Club or FFA Chapter that is associated with this entry.

Selected Club: None

Suggested Club: Sky View FFA (Last Club Selected)

[Select this Club](#)

Search...

Club/Chapter	4-H
<input type="radio"/> General Club (for new members) (Cache)	
<input type="radio"/> 4-H Homeschool Teen Chemistry Club (Cache)	
<input type="radio"/> A Plus (Cache)	
<input type="radio"/> Adams (Doug) Family 4-H (Cache)	
<input type="radio"/> Adams Afterschool Club (Current) (Cache)	
<input type="radio"/> Alan's Insects (Cache)	
<input type="radio"/> Alder Family 4-H (Cache)	

274 total clubs are available
Note: no more than 50 clubs are shown at once, so use the search feature to find your club.

[Continue](#)



Step 24: If you have another exhibitor to enter, click register another exhibitor (example: two exhibitors under the same family). Then click register another exhibitor and repeat from step 3. If you have another entry (animal or species), click add another entry. Then repeat from step 9. If you are all registered for the species you plan to show at the Cache County Fair, click continue to payment. Then continue to the next step.

What do you want to do next?

For Janessa Richardson:

- [+ Add another Entry](#)
- [+ Register another Exhibitor](#)

Everything looks good!

[+ Continue to Payment](#)

Step 25: Verify all **MARKET** entries have been added to your invoice at \$5 per MARKET entry. *Showmanship does not have an entry fee. Click continue.

Exhibitors > Entries > Payment **\$5.00**

1 Review 2 Payment Method 3 Confirm

Invoice		Summary	Detail
Individual Exhibitor: Janessa Richardson			\$5.00
		Total:	\$5.00

[Continue](#)

Step 26: Click add a credit card to enter your payment information.

Exhibitors > Entries > Payment **\$5.00**

1 Review 2 Payment Method 3 Confirm

Your Credit Cards [+ Add a Credit Card](#)

You do not yet have any credit cards on file



Step 27: Enter your payment/billing information.

New Credit Card

Credit Card Details

Name on card

Card Number

CVC

Expiration (MM/YYYY)

Address

Street Address

City

State

Postal Code

[Cancel](#) [Save](#)

Step 28: Select the card you would like to process your payment through. Click continue.

Exhibitors > Entries > Payment \$5.00



Your Credit Cards + Add a Credit Card

VISA

[Continue](#)



Step 29: Read the terms and click I agree to the above statement. Click submit.

Progress bar: Review (1) — Payment Method (2) — Confirm (3)

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

After you Submit

- 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.

Agree to Terms

All fee's must be paid in full before show date. There are no refunds for entry fees. Any premiums won will be forfeited if entry fee's have not been paid.


I have read the rules in the online Fairbook and by continuing I agree to these terms.

I agree to the above statement

Payment Total

\$5.00
By Credit Card
ending in 5454

Once you get to the “Thanks!” screen you have successfully registered for the Cache County Fair. Be sure to check your dashboard and review invoice to ensure you have registered for all the correct classes. If you have forgotten to register for other exhibitors or entries, you must wait until the invoice you just submitted has been approved. Once approved, log back into your dashboard on FairEntry and click begin work on a new invoice. Then refer back to step 3 (exhibitor) or step 9 (entries).



Thanks!

Thank you for participating in 2019 Cache County Fair.

An email confirmation of your submission has been sent.
If the fair management finds any issues with your registration, you will receive another email.

[Visit Dashboard](#) [Sign out](#)

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