

Online Fair Entry Instructions 2010

1) Go to fair entry website: <https://utah4hreg.usu.edu/cf/>

2) Click on Instructions tab to get to this page:

3) Click here if this is your first time logging in this year or you have forgotten your password.

4) Enter your email and click the submit button. IF we have your email in our database you will be sent a temporary password (if we don't have your email please call Wendy at 801-399-8202 to add it so you will be able to do this step).

5) Check your email for the temporary password sent to you, then login using your email and password.

6) Click on the Add Entries Tab. This is where you will input all indoor exhibits for your youth (this is for indoor exhibits only – do not add animals). This should also include any gardening exhibits.

Utah State University
COOPERATIVE EXTENSION

County Fair Manager

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ADD COUNTY FAIR ENTRY

Note! ALL items below are required information. Cloverbud selections should only be placed in Class FD and Lot 1.
Cloverbuds are tagged with a (*) in the Participant listing below.

Select Participant [dropdown]

Select Lot [dropdown]

Items: [input] (number of display items needing a tag)

Description (include item color): [input]

Add Entry >>>

Utah 4H Registration

Notes: Please remember that all Cloverbuds (just finished grades K-2) should enter all exhibits under Class FD, Lot 1.

*The number of items should be how many items need tags (e.g. A pajama set should have a tag for the top and the bottoms in case they get separated.)

**The description should be short to fit on the tag, but as detailed as possible. Please include color or type if applicable - i.e. Pink & Blue Pillow, Snickerdoodle Cookies, First Aid Poster, etc.

7) You can edit entries under "View Entries" by clicking on the item you wish to edit.

8) When all entries are entered – You DO NOT need to print tags and attach them to each entry unless it is helpful to you.

9) **ALL ONLINE ENTRIES MUST BE COMPLETED BY AUGUST 2ND**. Any entries not entered by this time will be dropped one ribbon placing (i.e. if they would have received a blue ribbon they would only be able to receive a red).

10) Bring all entries to the Fairgrounds Exhibit Hall (West doors located on the right side of the building) on **Monday, August 9 between 11:00 a.m. – 5:30 p.m.**