

READ THE INSTRUCTIONS BELOW! THE PROCESS IS DIFFERENT FOR 2024.

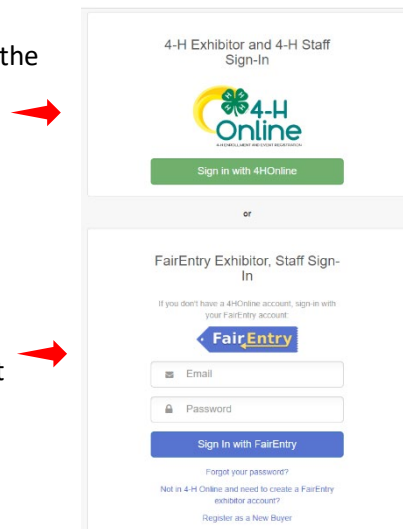
Before You Begin Have Ready:

1. Two pictures of each animal - one full profile and one head shot with identifying tag clearly visible and legible. Pictures should be saved as either a PDF or one of these image file types: gif, jpg, png, or tif.
2. Be prepared to enter the tag number provided by the Union County Fair through the OSU Extension Office
3. Identify whether the animals are being entered as County Born and Raised (CBR).
4. If CBR, have breeders name ready to enter.
5. If animals are being tagged using Family Tag-In Option you **MUST** include all exhibitors under one family account.

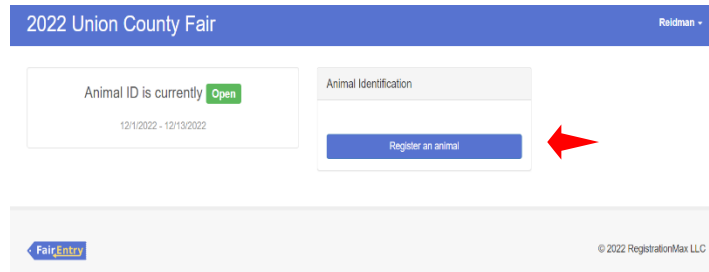
Go to <http://unioncountyfairohio.fairentry.com/> to log in to the FairEntry site.

4-H members will log in using the same 4-H online login and password that was used when enrolling in 4-H.

FFA members will log-in through the “Sign In with FairEntry” option. Please use the email and password that you used last year. If you are new, click on “Not in 4-H Online and need to create a FairEntry Exhibitor account.”



After logging in, click on the “Register an animal” button under Animal Identification



There are two separate process, depending on if you are in 4-H or FFA

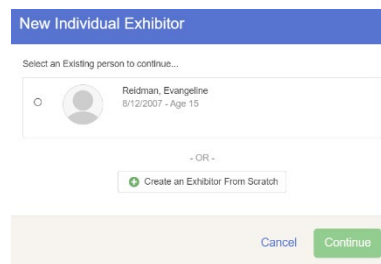
If you have both 4-H and FFA exhibitors in your family, log-in using your 4-H online account. Once in the system you can register the FFA exhibitor under the same account using the instructions for FFA members below.

For FFA Members

The first step is to register the exhibitor.



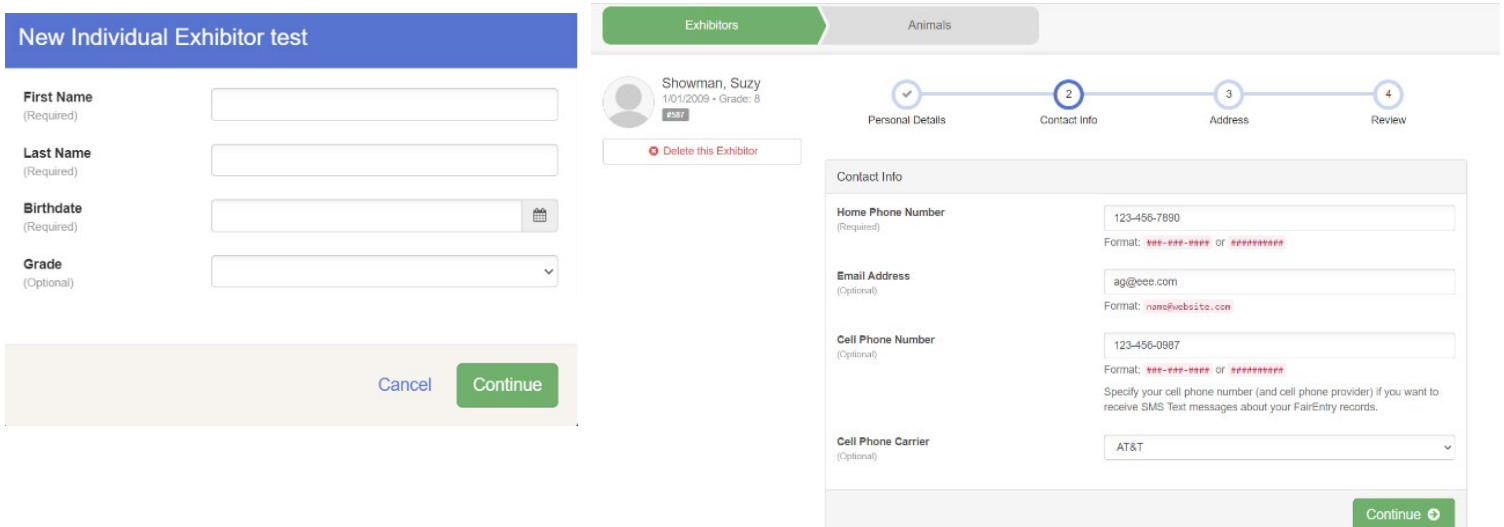
You can select from the existing exhibitors listed or select "Create an Exhibitor from Scratch"



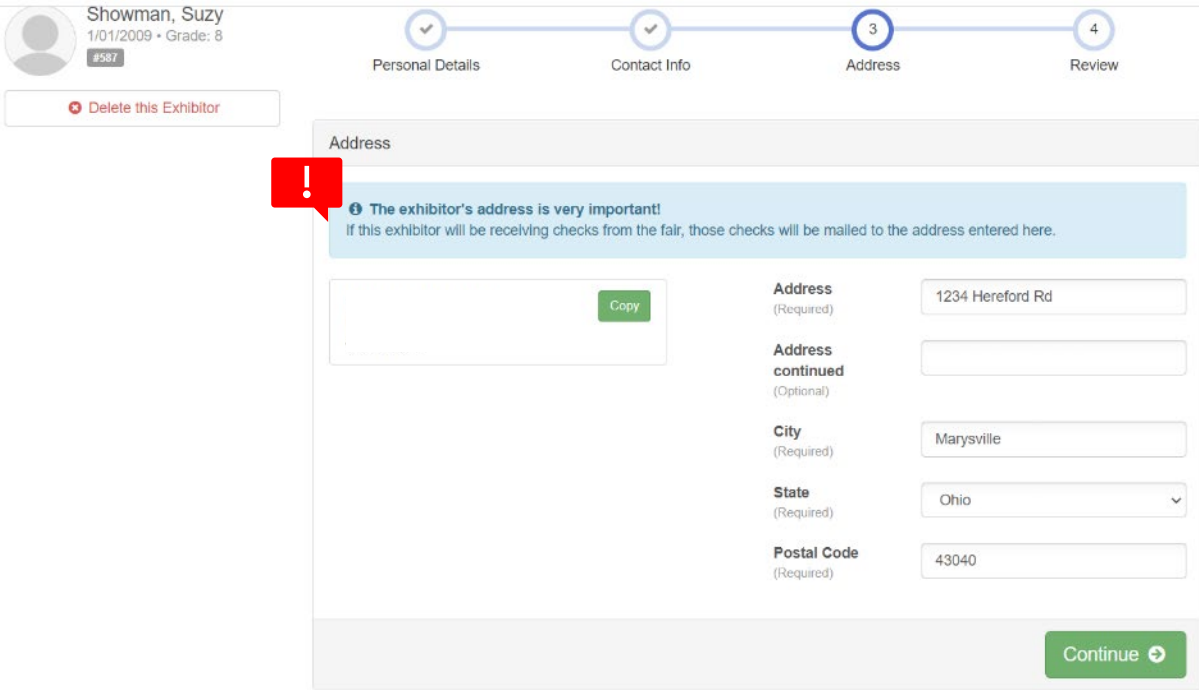
If you create an exhibitor from Scratch, there are 3 screens to complete:

1. First Name, Last Name, Birthdate, Grade
2. Contact Info – Phone is required, email and cell phones are optional. But, the more contact information you give us, the easier it is for us to reach out if there is a problem.
3. Address (required) – This is important. The address listed here is where checks will be sent after the fair.

(These screens should auto fill from the information you entered when registering animals last year. Please confirm the information is correct or make the necessary corrections.)



Instructions for Animal Identification & Tag In



Showman, Suzy
 1/01/2009 • Grade: 8
 #587
 Delete this Exhibitor

Personal Details Contact Info **3 Address** 4 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.

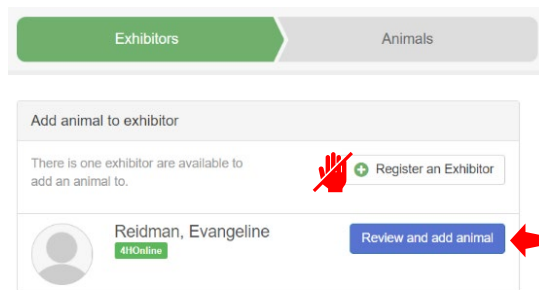
Copy

Address (Required): 1234 Hereford Rd
Address continued (Optional):
City (Required): Marysville
State (Required): Ohio
Postal Code (Required): 43040

Continue

For 4-H Members

Click on Review and add an animal for the exhibitor. DO NOT “register an exhibitor.” If the exhibitor is not listed, please contact the OSU Extension Office for assistance.



Exhibitors Animals

Add animal to exhibitor

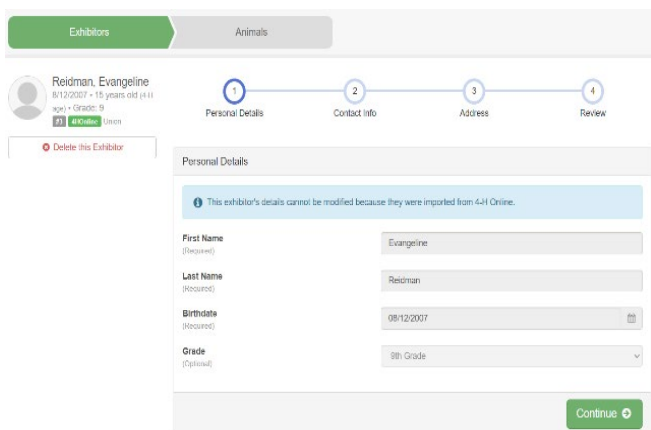
There is one exhibitor are available to add an animal to.

Register an Exhibitor

Reidman, Evangeline
 4HOnline

Review and add animal

You will review your Personal Details and Contact Info. These details cannot be modified because they were imported from 4-H online. If you need to make a change to them, contact the OSU Extension Office. Select Continue for each of these screens.



Exhibitors Animals

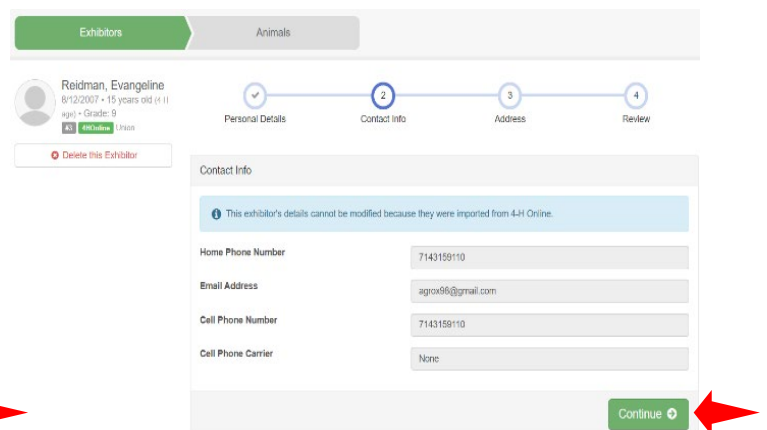
Reidman, Evangeline
 8/12/2007 • 15 years old (x 11)
 9th • Grade: 9
 4HOnline Unlink
 Delete this Exhibitor

1 Personal Details 2 Contact Info 3 Address 4 Review

Personal Details
 This exhibitor's details cannot be modified because they were imported from 4-H Online.

First Name (Required): Evangeline
 Last Name (Required): Reidman
 Birthdate (Required): 08-12-2007
 Grade (Optional): 9th Grade

Continue



Exhibitors Animals

Reidman, Evangeline
 8/12/2007 • 15 years old (x 11)
 9th • Grade: 9
 4HOnline Unlink
 Delete this Exhibitor

Personal Details **2 Contact Info** 3 Address 4 Review

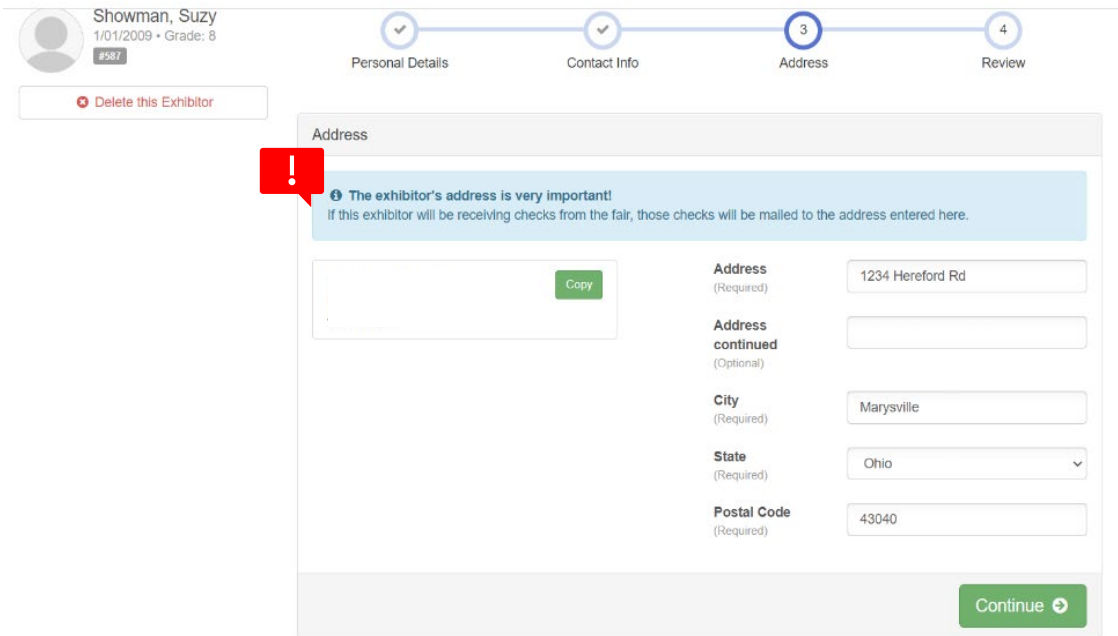
Contact Info
 This exhibitor's details cannot be modified because they were imported from 4-H Online.

Home Phone Number: 7143159110
 Email Address: agcox96@gmail.com
 Cell Phone Number: 7143159110
 Cell Phone Carrier: None

Continue

Instructions for Animal Identification & Tag In

- The address screen can be modified. This is important! The address listed here is where checks will be sent after the fair.



Personal Details Contact Info **Address** Review

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): 1234 Hereford Rd

Address continued (Optional):

City (Required): Marysville

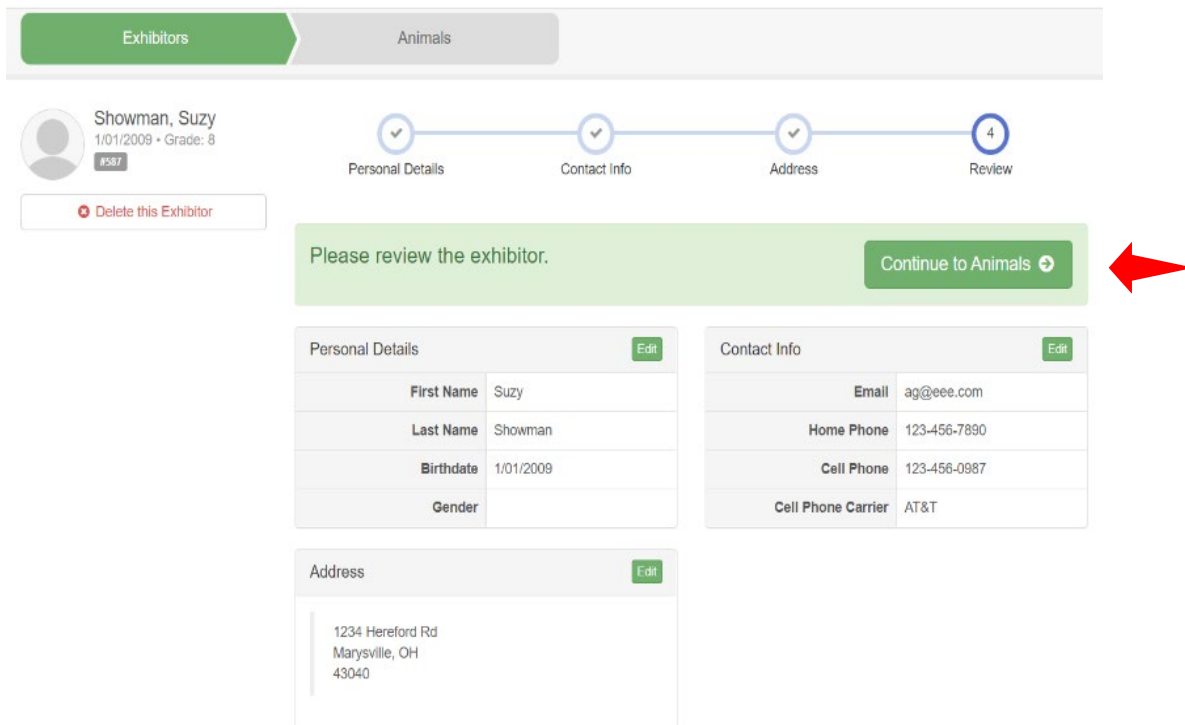
State (Required): Ohio

Postal Code (Required): 43040

Continue →

For All Exhibitors

Review the information on the next screen and then click “Continue to Animals”



Exhibitors Animals

Personal Details Contact Info Address **Review**

Please review the exhibitor. **Continue to Animals** →

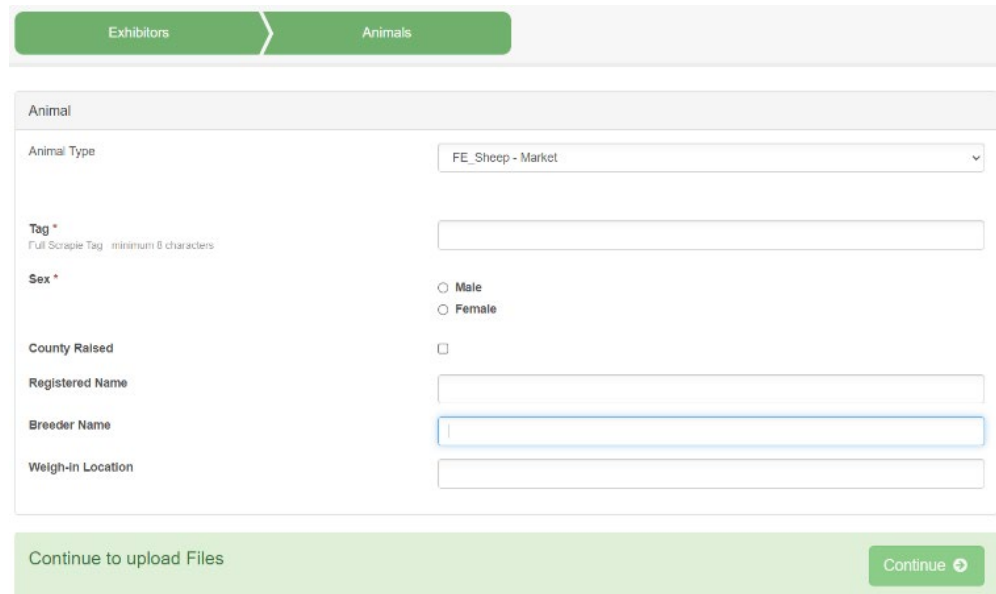
Personal Details		Edit
First Name	Suzy	
Last Name	Showman	
Birthdate	1/01/2009	
Gender		

Contact Info		Edit
Email	ag@eee.com	
Home Phone	123-456-7890	
Cell Phone	123-456-0987	
Cell Phone Carrier	AT&T	

Address		Edit
1234 Hereford Rd Marysville, OH 43040		

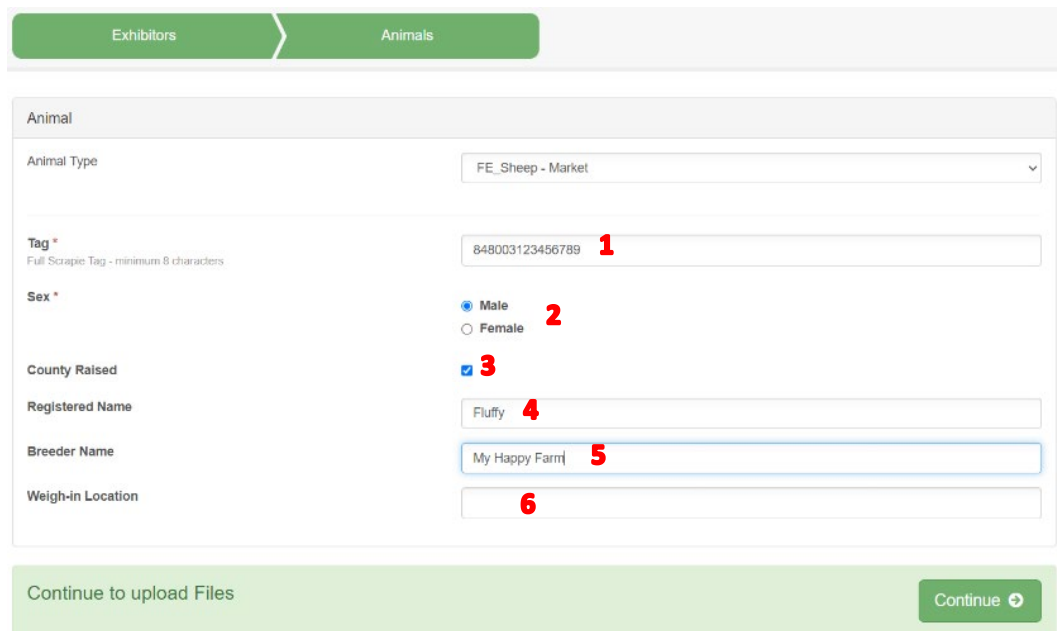
Instructions for Animal Identification & Tag In

Select the Animal Type to be identified from the drop down menu: FE_Beef - market steer/heifer.

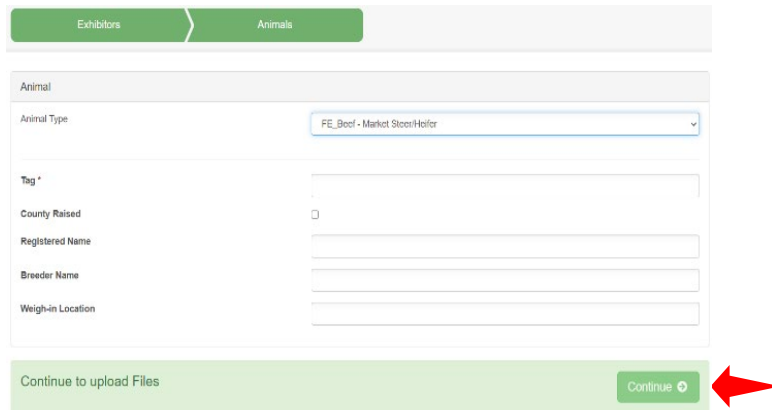


Enter the animal information:

1. Enter the **COMPLETE Tag Number**.
2. Select the sex of the animal
3. Check the box **only if your animal is county born and raised**
4. Enter the name of the animal (optional)
5. Enter the breeder name (this is **required** if you checked the county raised box)
6. Leave the weigh-in location blank



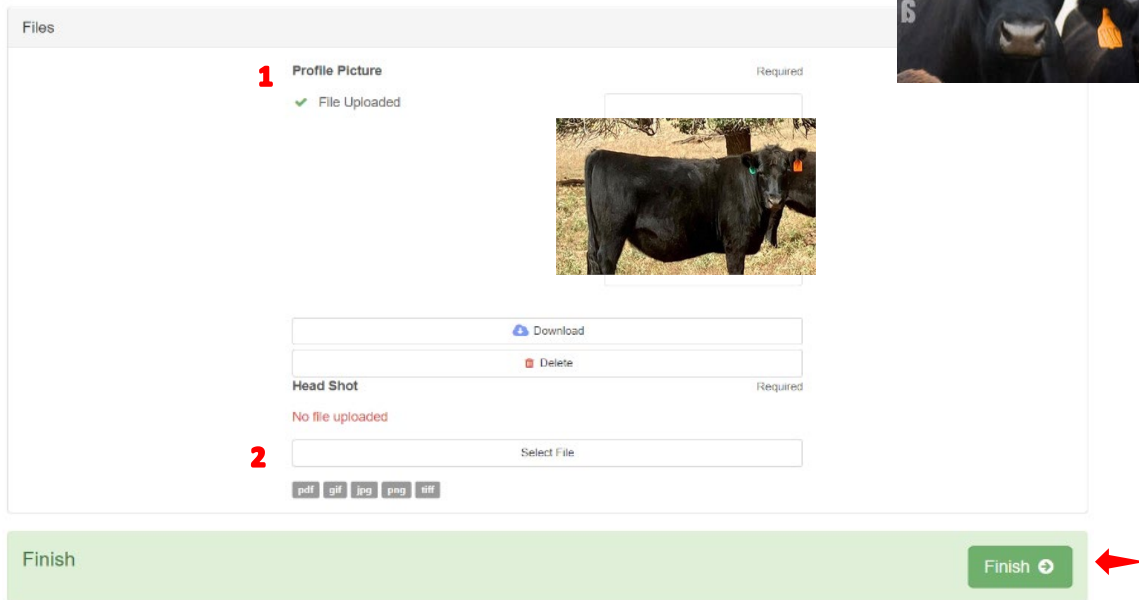
Click the Continue button



Upload your animal photos

**Files must be either PDF or an image file (GIF, JPG, PNG, TIFF).

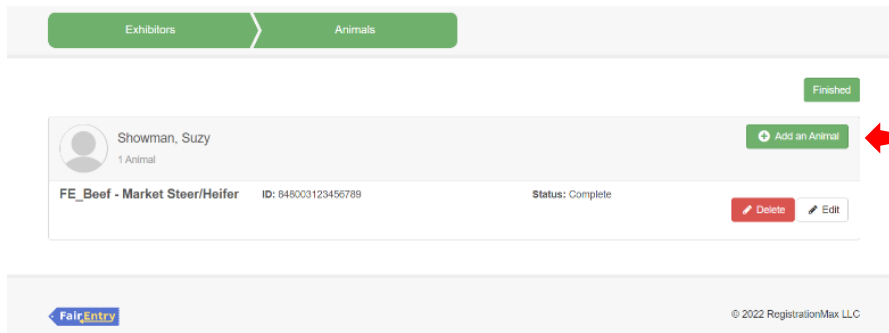
1. Click on “Select a photo” under profile pictures and select a picture from your computer to upload. When done correctly, the uploaded photo will appear on the screen.
- 2.
3. Click on “Select a photo” under head shot and select a picture from your computer to upload. Head shot photos must include the ear tag in the animal’s ear.
4. When you are done, click finish.

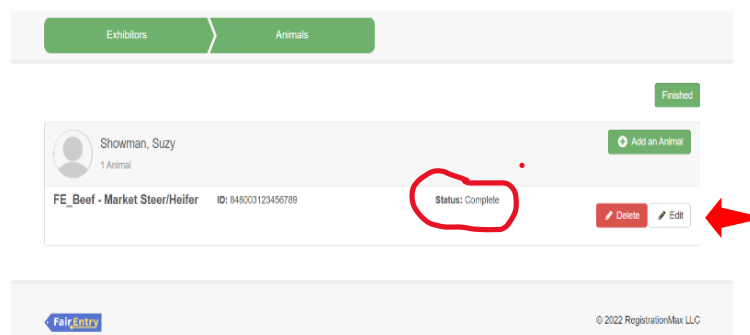
After clicking “Finish,” you will be taken to a list of all exhibitors/animals for this family.

Instructions for Animal Identification & Tag In

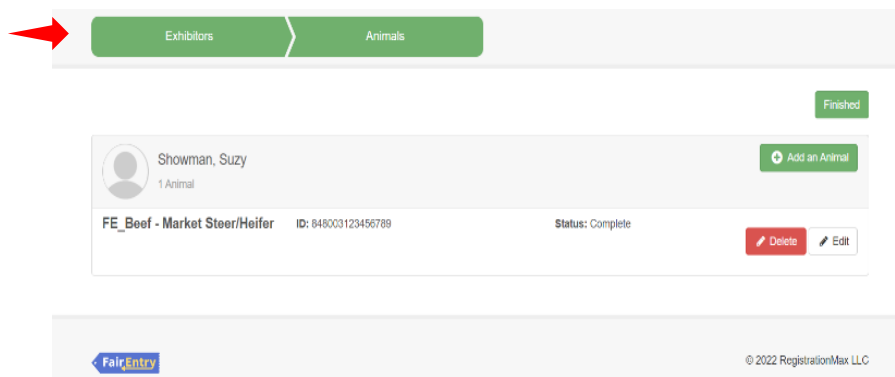
Click on “Add an Animal” if you want to add additional animals to this exhibitor.



Check that the status for each animal says “Complete” otherwise you need to “Edit” your entry.



To add a new exhibitor to the family, click on the green “Exhibitors” tab at the top of the screen.



Once you are done entering all exhibitors and animals for your family, click the “Finished” button.

