



How to Register Exhibits for Fair (4-H Family) 2025 Revision

Register all 4-H & Mini 4-H projects/events for the Johnson County 4-H Fair by July 1, 2025!

FairEntry registration is available June 1 to July 1, 2025.

1.	 Go to http://johnsoncountyindiana.fairentry.com/ Recommended browsers: Google Chrome or Mozilla Firefox. Older versions of Internet Explorer may cause unexpected results. Phones are not recommended. Register all entries for each exhibitor in the family before proceeding to the Payment section. Be sure to click "submit" when you have completed your entries. Entries are not final until they have been submitted. 	Support of the solution of courtery of the			
3.	A separate box will pop up where you can enter the login				
4.	A separate box will pop up where you can enter the login email address and password from 4HOnline. (If you don't remember your password, you will need to select the "I forgot my password" option to get a temporary one emailed to you. If your email address has changed, log in using the old email address and change it in 4-H Online.) Click the "Sign in with 4-H Online" box. This will take you to the Welcome screen, where you will need to select the green box to "Begin Registration."	Use your 4-H Online account			
	SECTION 1 - EXHIBITORS TAB	We noticed you haven't yet registered for the fair. Begin Registration			
6.	Choose the register an exhibitor button and click the green "Individual" box. There is no payment necessary during this process.	Exhibitors Entries Payment \$0.00 Do you want to register an Individual?			





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 7. Choose the dot next to the name of the 4-H'er you would like to register and then click the green "continue" box. Please do not create any exhibitors from scratch, as you will not be able to add exhibits for the projects you are enrolled in. 	New Individual Exhibitor Select an Existing person to continue Image: Continue of the select of
 8. Answer any required questions and review the exhibitor registration information. 9. Make any necessary corrections (using the edit boxes). Remember that any corrections made here DO NOT 	Personal Details Contact Info Address Questions Files Review Please review the exhibitor registration. Continue to Entries
transfer back to your 4HOnline Account 10. Complete the required questions (for livestock: all the questions) and then select the green "Continue" box	Contact Info Lat First Name DJ Email tannerfam@nomail.com Last Name Tanner Home Phone 55555555 Birthdate 305/2007 Ceil Phone Ceil Phone Address Email tanner/am@nomail.com
11. When you are taken back to the Exhibitor information page, click the green "Continue to Entries" button	
SECTION 2 - ENTRIES TAB 12. Click the green "Add an Entry" box to the right of the exhibitor's name.	Tanner, DJ 0 Entries @exiline
13. Click the green "Select" box next to the Department you would like to enter. Any departments that are not	Choose Department and Division
available for entry will be noted as "Not Available" with a short explanation.	**County Fashion Revue
	**County Garden projects
	**County Projects Select **Mini 4-H Select
	Animal: Aquatic Science Select 🥥
	Animal: Cat Select 🔿
	Animal: Dog Select O
	Animal: Small Animals Select Horse & Pony Select
	Livestock: Beef Cattle



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14. Click the green "Select" box next to the Division you would like to enter. (Check the list of FairEntry department and FairEntry division.)	Department State Projects 110: Aerospace (AE) 120: Arts and Crafts, General (CR) 125: ATV Safety Education (AS) 130: Beekeeping (BK)	Change Select 📀 Select 📀 Select 📀
 15. Click the green "Select" box next to the Class you would like to enter (Check the Johnson County 4-H handbook for exhibition descriptions, guidelines and rules) 16. Review the selection of the Department, Division and Class. To correct errors in the Department, Division or Class, click the corresponding blue 'Change' button in case you mistakenly select an incorrect department, division, or class. Click the green 'Continue' button to move to the next step. 	Starting an Entry Department State Projects Division 160: Child Development (CD) Isol11: Level A (CD) 16021: Level B (CD) 16031: Level C (CD) 16041: Level D (CD) Starting an Entry Department State Projects Division 160: Child Development (CD) Class 16041: Level D (CD) Class 16041: Level D (CD) Class 16041: Level D (CD)	Change Change Select Select Select Select Change Change Change
 17. Select the dot next to the 4-H Club that you belong to and then select the green "Continue" box. Next, enter in a description of your exhibit (if required) and click Continue (<i>Description - please be specific as this description for non-animal exhibits will be used to distinguish between exhibits, example - don't just type in "photo", type in more description, such as "Butterfly on leaf photo". We only need to be able to identify the item, this is not seen by the project judges.</i>) 18. Answer any Additional Questions required for that entry. 	Entry #59 Tanner, D.J SubScott - 14 years old table - Craite - Training - E Division Division 1902 Child Development (CD) Class 1904 1: Level D (CD)	Continue O





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 19. When each class entry is complete, you have 4 choices for what to do next: a. If this exhibitor has more class entries to make, you can Add another Entry b. If all class entries have been completed for one exhibitor, you can Register another 	What do you want to do next? For DJ Tanner: Add another Entry Add another Exhibitor Everything looks good! Continue to Payment			
Exhibitor in this family.c.If all entries for all exhibitors in the family have been completed, Continue to Payment to finalize and submit your entries.				
** The payment section is a formality of the system. No payment is needed, but you must go through the steps to submit your entries.				
SECTION 3 – Animal Entries				
20. The first two steps of selecting a department and division are similar. Once those elections are made, the exhibitor will be asked to first select a class.	Starting an Entry Department Livestock Beef Cattle Change Division Helfers Change It is select a Class to continue Change 101001 : Angus Junior helfer calves (AN) Select Image 101002 : Angus Winter helfer calves (AN) Select Image 101003 : Angus Senior helfer calves (AN) Select Image 101003 : Angus Late summer yearling helfers (AN) Select Image 101005 : Angus Early summer yearling helfers (AN) Select Image 101006 : Angus Spring yearling helfers (AN) Select Image			
20. To register an animal entry from 4-H Online, you will select the white "add an animal" box during the entry process.	Club/Chapter Animals Questions Review			
 21. A list of those animals that you have previously ID'd in 4- H Online that are eligible for that class are listed. Select the circle next to the animal you would like to enter. Then select the green "Select Animal" box. **To enter a Cat or Dog – you will put in a description in the entry, do not add an animal. **Poultry/Pigeons/Waterfowl will complete a Google Form through the poultry project leaders but be sure to enter a Poultry Completion entry. Look for a separate email. 	Entry Animals There is no animal in this slot Add an animal Continue Adding an Existing Animal Allowed Animal Types: Beef Commercial & Market Heifers Beef Registered Heifers J Tanner Tattoo: 958DJ View Info 4HOwine			
	Cancel Select Animal			





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22. All of the information about that animal will be pulled over from 4-H Online, so that you can check to make sure that is the correct animal. If you want to switch to a different	Club/Chapter D	etails Animais	Questions Files
animal, click on the "remove from entry" box. If it is	Entry Animals		
correct, click the green "Continue" box.	8 Remove From Entry	Identifier (Tattoo)	958DJ 4HOnline
correct, click the green continue box.	A	Animal Type	Beef Registered Heifers
	Jedit Animal Details	Birthdate Birth Date	1/05/2021
		Breed Breed	Charolais
23. This then takes you to answer any Additional Questions		County Raised County Raised	false
required for that entry (similar to Step 18).		DNA Collected DNA Collected and turned into County Extension Office	false
		NAIS Premises ID Premises ID	00AV9QN
		RFID Number RFID Tag (15-digit 840 RFID tag number)	8400006259647521
		Tattoo Tattoo	958DJ
			Continue O
SECTION 4 - PAYMENT TAB			
*** The payment section is a formality of the system. No payment is your entries. It is best to enter all entries for all exhibitors in your fam			
26. Review your invoice, in either summary format or detail			

 Review your invoice, in either summary format or detail format. If it looks correct, click the green "Continue" box. If not, go back to the entries tab and fix what you need to. 	1 Revie)	2 Payment Method	3 Confirm
27. Select the green "Continue box.		Invoice Individual Exhibitor: DJ Tanner		Summary Detail \$0.00 Total: \$0.00
28. Continue to confirm and submit your entries. NOTE: Once you hit submit, you cannot edit your entries. (Also, if you hit submit it will not allow you to enter another exhibitor until our office approves the submitted entries.)				Continue O
29. Click the Submit button to submit your entries.30. You will receive a "Thanks!" message. You can choose the	One last step! Agree to the terms below an	id press submit.		
button to "Visit Dashboard" to see your entry.	After you Submit			Payment Total
Check your email inbox for a confirmation email with a list of your entries.	 Your credit card will no 	d to editling awailing manager approva ot be charged until a manager approva not approve all the records, the amoun	I es the records t charged to the credit card may be less than the	No payment is necessary Submit
You will receive a second email from FairEntry letting you know if your entry was approved or rejected by the County Extension Staff. If part of your entry was rejected, a reason will be listed and you will be able to log in and fix the problem before submitting that entry again.		r <u>Entr</u> y	An email confirmation of your submission	n 2022 Training County Fair. has been sent. Ith your registration, you will receive another email.
Please contact the Johnson County Extension Office if you have any problems with this process at 317-736-3724 or email <u>spurgeoa@purdue.edu</u> to contact Amy Spurgeon, 4-H Secretary. Office Hours are 8 am to 4:30 pm, Monday through Friday.				