

## 2017 Waushara County Fair What's New for Open Class?



### Entry Fee Changed to \$15

The Waushara County Fair Board heard your comments in regards to the entry fee being doubled last

year. In response, they have reconsidered the need for the increased fee and have adjusted the entry fee for Open Class Exhibitors to \$15 for 2017. Another change is there no charge for entries over 35.

### Entry Process Goes On-Line

As with many aspects of our life, we are doing more things on line and this is the year for the Waushara County Fair entry process to go on-line! It is an adventure and learning experience for all of us. Please read the information below carefully to make the process easier! If you do not have a computer, each of the Waushara County Libraries provide internet access and will have a printed premium book and directions.

### Where do I find the premium book?

The 2017 Waushara County Fair Premium Book is posted on the Waushara County Fair Website: <http://www.wausharacofair.com/> Click on the Open and Junior Entry Information tab to find the fair book as well as the information included in this mailing. This year there are two premium books – one for Open Class and one for Junior Fair. We suggest that you download the premium book to your computer desktop. The books are PDF files so you will need to download Adobe Acrobat reader to your computer if you have not already done this. Please go to <https://get.adobe.com/reader/> and download Adobe. You may wish to unclick the additional optional offers.

The premium book provides the rules for the fair and each department you enter in. You are responsible for reading and following those rules. The order of entries on line is the same as the order of the premium book.

### How do I enter what I plan to bring to the fair?

Open Fair and Junior Fair each have a unique address of where you will add your entries.

The Open Fair entry is found at:

<http://wausharacountyopenfair.fairentry.com>

Fair Entry is not compatible with Internet Explorer. You will need to use Google Chrome or Mozilla Firefox. If

you only have Internet Explorer on your computer, when you go to the fair web address above it will provide you with a link to download another search engine.

### Helpful Information

- The fair entry deadline is July 7 at 11:59 pm. Consider putting a date in June on your calendar in case you encounter problems.
- If you are entering for more than one person under your log in information, please make sure you do not click on **Continue to Payment** until you have entered your last person.
- In the attached directions is information on where you can review, edit and print your list of entries before you click on **Continue to Payment**. You will also receive an email that includes your entry list.
- You can continue to enter additional entries up until the deadline; however, we need to approve your entries before you can add to them if you have clicked on **Continue to Payment**.
- **Continue to Payment** finalizes your entry process. It also create an invoice for you to submit with your payment.
- You will be able to print out a list of your entries to verify what you entered.

### How do I pay my entry fees?

Entry fees are to be submitted to the UW-Extension office by July 14. Checks should be made payable to "Waushara County Fair." The UW-Extension office is located in the basement of the Courthouse and is open Monday through Friday from 8 am to 4:30 pm. The mailing address is Waushara County UW-Extension, PO Box 487, Wautoma, WI 54982.

### Entry Questions?

Call 920-787-0416 between 8 am and 4:30 pm Monday through Friday. We are closed July 4th.

# FairEntry GUIDE FOR OPEN CLASS - WAUSHARA COUNTY FAIR

## GETTING STARTED AND LOGGING IN

- To register your entries, click on the following link <http://wausharacountyopenfair.fairentry.com>.
- You will need to create a user profile. Please make sure you remember your email address and the password you create.

## NEXT STEPS TO REGISTER FOR THE FAIR

- Click on “Create a FairEntry account.” The next screen asks for your email address followed by a screen that asks for additional information and your password. Your password must be a minimum of 8 characters (one capital and one number required).

Exhibitor and Staff sign-in

  
  
  
[Forgot your password?](#)  
[Create a FairEntry account](#)

[Back](#)

2017 Waushara County Fair - Open Class

Create a FairEntry Account

With this account, you will be able to register Exhibitors and Entries for this fair.

## 2017 Waushara County Fair - Open Class

### Account Creation

To continue with registration for this fair, please provide the following details.

Email   
[change](#)

Account Name   
Example: Your last name

Phone Number   
Format: ###-###-#### or #####

Password   

- 8 characters minimum
- at least 1 digit
- at least 1 capital letter or symbol

Click on "Begin Registration."

# Welcome!

We noticed you haven't yet registered for the fair.

Begin Registration →

Click on "Individual."

Do you want to register an **Individual**?


 Individual

You will need this information for each exhibitor.  
You will add additional people after you add entries for the initial exhibitor.

**New Individual Exhibitor**

**First Name**  
(Required)


**Last Name**  
(Required)

**Birthdate**  
(Optional)  

**Grade**  
(Optional)

[Cancel](#) [Continue](#)

If more than one exhibitor's name appears, click on "add an entry" after the name of the person who you want to add entries for.

  [Add an Entry](#)

0 Entries

Select the department you wish to enter.

| Choose Department and Division |        |
|--------------------------------|--------|
| 101-DAIRY                      | Select |
| 102-BEEF                       | Select |
| 103-SWINE                      | Select |
| 104-SHEEP                      | Select |
| 105-GOAT                       | Select |
| 107-POULTRY                    | Select |
| 108-RABBITS                    | Select |
| 114-PLANT & SOIL SCIENCE       | Select |
| 115-FLOWERS & HOUSEPLANTS      | Select |
| 116-NATURAL SCIENCES           | Select |
| 118-CULTURAL ARTS              | Select |
| 120-PHOTOGRAPHY                | Select |
| 125-FOODS & NUTRITION          | Select |

Then select the class you wish to enter.

| Choose Department and Division                    |  |
|---|--|
| Department  | 125-FOODS & NUTRITION <a href="#">Change</a> |
| CLASS A-YEAST BREADS                              | Select                                       |
| CLASS B-QUICK BREADS-BAKING POWDER OR BAKING SODA | Select                                       |
| CLASS C-CAKES, UNFROSTED                          | Select                                       |
| CLASS D-DECORATED FOOD                            | Select                                       |
| CLASS E-COOKIES - UNFROSTED                       | Select                                       |
| CLASS F-CANDY                                     | Select                                       |
| CLASS G-DOUGHNUTS                                 | Select                                       |
| CLASS H-PIES                                      | Select                                       |
| CLASS I-CANNED FOODS                              | Select                                       |

Click on choose.


| Choose Department and Division |  |
|--------------------------------|--|
| Department                     | 120-PHOTOGRAPHY <a href="#">Change</a>       |
| Division                       | CLASS A-BLACK & WHITE <a href="#">Change</a> |

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

Select the item you wish to enter.

|  |        |
|--|--------|
| 01: APPLES SLICED                                    | Select |
| 02: APPLESAUCE                                       | Select |
| 03: BLACKBERRIES                                     | Select |
| 04: BLUEBERRIES                                      | Select |
| 05: CHERRIES PITTED                                  | Select |
| 06: PEACHES HALVES                                   | Select |
| 07: PEARS HALVES                                     | Select |
| 08: PLUMS  | Select |
| 09: RASPBERRIES                                      | Select |
| 10: RHUBARB  | Select |
| 11: STRAWBERRIES                                     | Select |
| 12: ANY FRUIT SUGAR FREE                             | Select |
| 13: ANY OTHER FRUIT NOT LISTED ABOVE PLEASE IDENTIFY | Select |

After each entry you will see a list of what you have entered. On the right, click to add another entry if you have more to add for this person or register another exhibitor.

| Entry #3  |                                 |
|---|---------------------------------|
|  | Barker, Barb<br>1/01/1970<br>#4 |
| Department  | 120-PHOTOGRAPHY                 |
| Division  | CLASS A-BLACK & WHITE           |
| Class   | 13: WATER SCENERY               |

What do you want to do next?

For Barb Barker:

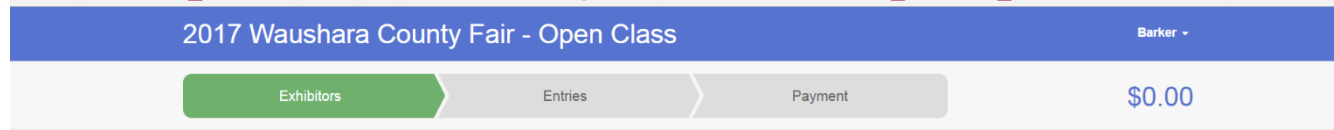
[+ Add another Entry](#)

[+ Register another Exhibitor](#)

Everything looks good!

[Continue to Payment](#)

Before clicking on Continue to Payment, for each person you have entered use the navigation bar on the top to review their entries.



Click on Exhibitors to find all the exhibitors in your account.

Click on Entries for a complete list of entries for each exhibitor. If you wish to delete one, click on the edit button which will take you to another screen where you click on "Delete this entry." If you wish to print a copy of your entries, use CTRL and P on your keyboard.

When you have finished the review of all of your entries, click on continue to payment or payment depending on what screen you are on. You will proceed through several screens. The last screen has Submit on the bottom right corner. Please make sure you hit submit in order to finalize your entries. Your payment total should be \$15 per person. If it is more than that amount, you only need to submit \$15. If you wish to add entries after you have hit submit you can go back in an add entries once someone from the UW-Extension office has approved your entries. If you add more entries, you may receive a second invoice for \$15. You only need to pay once. We will do this a minimum of once per day through July 7.