

Portage County Randolph Fair
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To: 2024 Portage County Randolph Fair Jr Fair Exhibitors
From: Online Entry Committee of the Portage County Agricultural Society
Re: Animal ID's and FairEntry.com is a TWO step process

Dear 2024 Jr Fair Exhibitors,

We hope this message finds you well and excited for the upcoming fair season. We wanted to take a moment to provide clarity on the registration process for FairEntry.com, our online fair management system. The FairEntry system consists of two essential steps to ensure a smooth and efficient registration process for all participants.

Step One:

Starting from the time of animal weigh-in, you can log into 4HOnline.com to submit eligible animals for the fair. It is imperative to complete this initial step by July 1st for steers, hogs, sheep, and goats, and by July 31st for all other species. Please adhere to the specified requirements for each animal to avoid any potential errors. If you happen to make a mistake during this step, don't worry. You can revisit the system to correct the information and then notify us of the necessary adjustments.

Step Two:

Following the approval of animals after July 1st, you can proceed to log in to <http://PCRandolphJrFair.fairentry.com> using any computer or mobile device, including smartphones, to submit your entries for the fair. This online entry system streamlines the process, facilitating quick and efficient processing and posting of check-ins, show programs, and results during the fair.

For all Junior Fair exhibitors, with the exception of those participating in Horses, online entries are mandatory. This includes Breeding, Market, and showmanship classes for various species. We strongly recommend completing your entries by August 1st to allow ample time for committees and clubs to review them before the Entry Deadline on August 10 at 3:00 pm. Please note that late entries will not be accepted after August 10.

If you encounter any difficulties with internet access or require assistance with the entry process, our Fair Office will be open on Wednesdays from July 10th to August 7th. During these designated times, exhibitors can visit the office to set up their accounts and seek guidance. Additionally, alternative appointment times can be arranged upon request with Katrina Wise at 330-325-7811. Please be aware that the Fair Office will be closed during the week of July 4th.

If you have any questions or concerns about the registration process, please do not hesitate to visit us or give us a call during regular business hours. We have prepared instructional materials for animal IDs and the Fair entry process, and you can also view a demonstration of the process at <https://vimeo.com/209918998>.

Thank you for your attention to these important steps, and we look forward to seeing you at the fair!

Thank you,

Stephen Heppe
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