~ Fair Entries ~

For best results, read this page in its entirety prior to going online.

All entries will be submitted using the Blue Ribbon Fair On-line System.
No Verbal Entries Accepted!
> *Anyone who does not have a computer/internet access or who requires assistance with this on-line process may come to the office and use a computer to submit their entries. Please call prior to arrival.*

On-line Fair Entry Directions

1. **Go On-line**
   - Go to Blue Ribbon Online
2. **Create An Account**
   - Create an account - *(user names and passwords from last year will not work this year*
     - Once an account is created you may go back and re-access your information until the end of the day on June 15th.
     - "Group Account" will allow you to create one user name, password, and contact e-mail address for a group (i.e. all the members of your club or all the members of your family).
     - "Individual Account" will allow you to create and submit entries for a single person.
     - NOTE: Only classes that youth are age eligible for will display. (example: a 5 year old will only see "Cloverbud Exhibit Hall")
   - When creating a new account, select the youth's club from the drop down box:
     - Out-of-County youth should select their county of 4-H <u>enrollment</u> (regardless of where they live).
     - Vermont 4-Hers should select "4-H Member in Vermont".
     - If the youth is in more than one club please repeat this process to select all of the member's clubs from the drop down box.
     - The "additional e-mail address" field can be used as a way to send a copy of entries to a club leader, another family member, etc.
3. **Entries**
   - Additional classes will appear when you click on the plus (+) sign next to a heading.
   - Once selected, click on the "Add" button to enter classes.
   - Type in the entry information and click "Save Entry".
     - NOTE: Description of item is REQUIRED for Exhibit Hall entries.
   - Select all of the classes the youth would like to enter; animal and exhibit hall entries may all be done at the same time.
4. **Items/Checkout**
   - Be sure to "submit" entries.
     - **Items will be considered "Pending" until you submit them!**
     - **Items marked "No" in the "Ready to Checkout" column will not be submitted and will remain "Pending".**
5. **A confirmation screen will appear. A copy of this information will be e-mailed to the address AND the additional e-mail address (if any) you provided.**