2019 JUNIOR CLASS ENTRY INSTRUCTIONS

If at any time you need assistance please feel free to call the Fair Office at 262-878-3895 or e-mail us at fairadmin@racinecountyfair.com

- Go to our website: www.racinecountyfair.com, fairbook/entries tab, online entries. Alternatively you can navigate to this site: https://racine.fairmanager.com which is the online entry website.
- You will need to enter your First Name and Last Name and select the "I am a new exhibitor or have yet to register this year" option.
  - ○ Families may enter together using the "quick group" option in the Tip line.

- On the next screen you will be required to enter a password along with all of your other information including date of birth. Premise ID if you are showing livestock and YQCA certificate number if you are showing any animals (including rabbits and poultry).

Registration

Registration Information:
Complete the following registration and click the **Continue** button at the bottom.

First Name	Test
Last Name	Entry
Password ✱	
Re-type Password ✱	
Address ✱	
Address2	
City ✱	
State/Prov ✱	
Postal Code ✱	
Phone Number ✱	📞
e-mail ✱	
Re-type e-mail ✱	
Date of Birth ✱	
Premise ID (Animals)	
YQCA Certificate #	

- Once registered you will be able to start choosing your entries.
    - Choose Department
    - Choose Division
    - Choose which class you want to enter
    - Choose the Club or Association you are exhibiting under.

- Then you can add the entry to your cart which will show up on the left hand side of the screen.
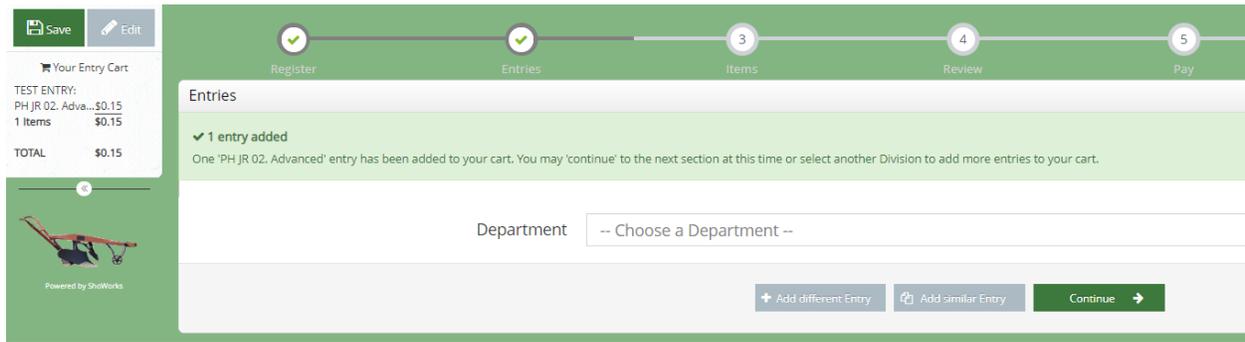
- Once finished with all entries go to the Items section to choose additional items. The Junior Class entry fee will automatically be added as a required fee. This is also where you can choose additional season passes.

*NOTE: Swine exhibitors MUST enter the number of animals they are exhibiting on this screen

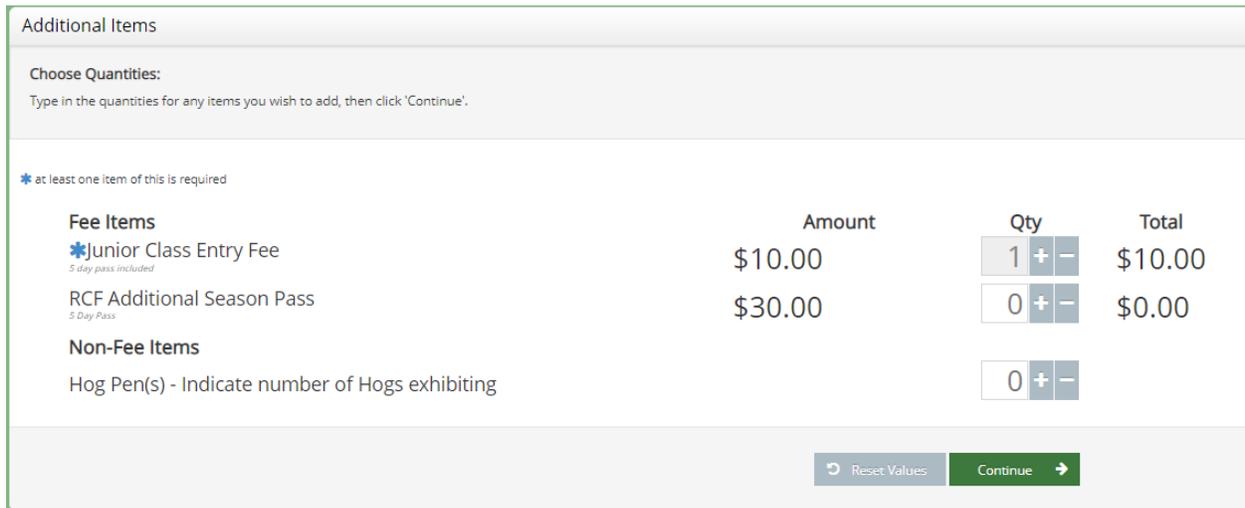- After hitting continue, you will be able to review and edit your cart. If you wish to remove an item just click the red X on the right hand side of the list. This is where you can also save the cart for later. If you are satisfied with your entries click "Check Out".

Continue to Check-out

The following is a list of items in your cart. To remove an item, click the ✖ button next to the item that you want to remove. To edit an item, click the ✏ button.

⚠ You are not finished yet! You will still need to confirm in the upcoming steps.

Item	Description	Amount	Edit	Remove
Test Entry's items:			✏	
PH JR 02. Advanced	Class: 05 - Enlargement, first entry Club: Youth Leadership of Racine	$0.15	✏	✖
Junior Class Entry Fee	$10.00 x 1	$10.00	(required fee)	
Total for Test Entry with 1 entries and 1 additional items		$10.15		
2 TOTAL ITEMS IN CART:		$10.15		
BALANCE DUE:		$10.15		

＋ Add more Entries for Test Entry   ↺ Empty Cart   💾 Save this cart for later   Check-out ➜

- You will then enter the Payment screen. Enter your credit card information of a Visa or Mastercard ONLY

Payment

Provide Payment Information

Your balance is $30.15. Please complete the following for your purchase. You will confirm on the next page.

Amount Due	$30.15
Payment Method	Visa ▾
Account Number	
CVV	
Expiration Date	▾ ▾
☐ Use my previous address	
Name on Card	
Billing Address	
Billing City	
Billing State/Prov	
Billing Postal Code	
Billing Country	

Continue ➜

- Once you enter your credit card information you will be taken to the Confirmation screen. YOU WILL NOT BE ENTERED until you type YES in the signature box and hit submit.

Do you agree to the following?
Below are items which are about to be entered.

⚠ You have one more step remaining. Your items will NOT be added until you type 'YES' in the box below and click 'Submit'.

Item	Description	Amount
Test Entry's items:		
PH JR 02. Advanced	Class: 05 - Enlargement, first entry Club: Youth Leadership of Racine	$0.15
Junior Class Entry Fee	$10.00 x 1	$10.00
Total for Test Entry with 1 entries and 1 additional items		**$10.15**
2 TOTAL ITEMS IN CART:		**$10.15**
BALANCE DUE:		**$10.15**

✏ Signature

On-line submission of data requires that you agree and will abide with the terms as defined in the published rules and regulations in the Fair Premium Book. For a copy of these rules and regulations, please go online to www.racinecountyfair.com and download our Fair book.

✔ Submit

[ ] I agree to the above statement (type 'YES' if you agree)

By typing 'YES' you agree and are bound by the above statement. This action serves as your signature.

- After submission you are now entered for the 2019 Racine County Fair! You can print your receipt on the confirmation screen. You will also receive an e-mail receipt with your entries.   We will see you July 24-28!