

Tolland County 4-H Fair Online Entry Instructions



The Tolland County 4-H Fair online entry site is now open. We will be accepting both online entries and paper entries, however we strongly encourage youth to register via our online entries site. To register for the fair using Blue Ribbon Entries, use the link below and follow the instructions!

Register here:

<https://s.uconn.edu/tc4hfairentryforms>

How to Register:

1. Click the blue “Create Account” button at the top of the screen. A new account must be made yearly.



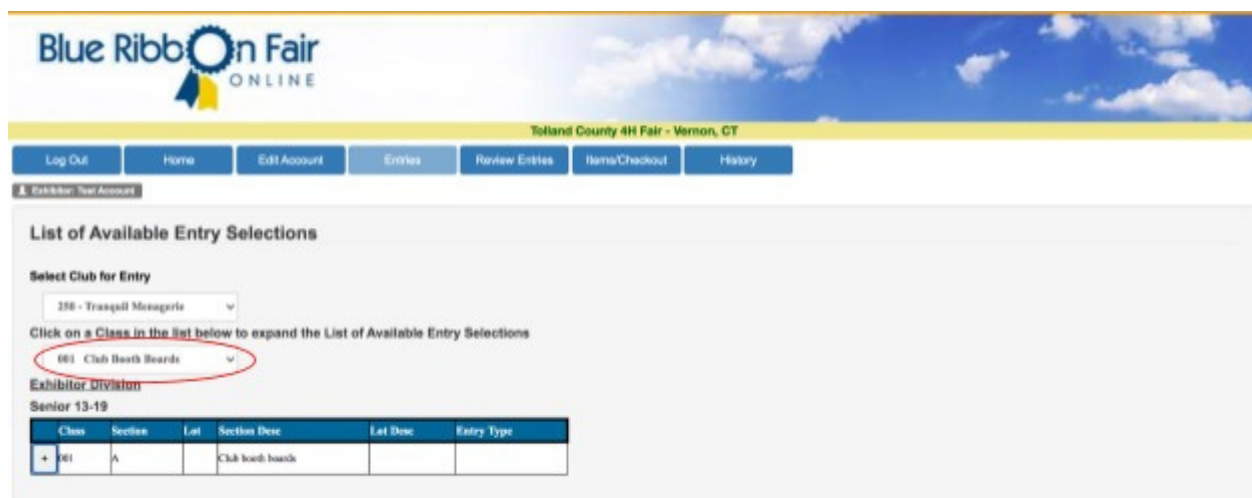
2. Enter your personal information to complete your account set up, and hit “save account” at the bottom of the screen. Once you do this, accept the terms of service to finish setting up your account.

3. You are now logged into your exhibitor account. From here you can **edit your account information**, **register entries** for the fair, and **review your entries**.



4. To register for the fair, select the blue “Entries” button at the top of the page. This button is circled in red in the above image.

5. Using the drop down menu, select the class(es) you wish to register an entry in.



6. Select the “+” in the grid to view available sections and lot numbers for the class you have chosen.

Blue Ribbon Fair ONLINE

Tolland County 4H Fair - Vernon, CT

Log Out Home Edit Account Entries Review Entries Items/Checkout History

Exhibitor: User Account

List of Available Entry Selections

Select Club for Entry

258 - Transpall Menagerie

Click on a Class in the list below to expand the List of Available Entry Selections

001 Club Booth Boards

Exhibitor Division

Senior 13-19

Class	Section	Lot	Section Desc	Lot Desc	Entry Type
+ 001	A		Club booth boards		

7. Select “add” for the appropriate section and lot you wish to register for.

List of Available Entry Selections

Select Club for Entry

258 - Transpall Menagerie

Click on a Class in the list below to expand the List of Available Entry Selections

001 Club Booth Boards

Exhibitor Division

Senior 13-19

Class	Section	Lot	Section Desc	Lot Desc	Entry Type
- 001	A		Club booth boards		
Add 001	A	00001	Club booth boards	Home Arts	D
Add 001	A	00002	Club booth boards	Animal and plant science	D
Add 001	A	00003	Club booth boards	Engineering and Mechanics	D
Add 001	A	00004	Club booth boards	Leisure-Pleasure	D
Add 001	A	00005	Club booth boards	4H Promotion	D

8. Select “save entry” after entering the required information (which have *). Keep in mind, different classes will have different required fields (i.e. livestock classes will require animal name, DOB, tattoo number to be indicated on this screen). You will not be able to save entries if all required fields are not filled out!

- Use tattoo/ear tag field for all animal ids, including RFID numbers
- The more detailed you can be with your entry description the better. Add specific breed or animal description in entry comment field.
- Please make sure to register for showmanship and written knowledge test for each class

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Log Out Home Edit Account Entries Review Entries Items/Checkout History

Exhibitor: User Account

Descriptive Entry

Select Club for Entry: 258 - Transpall Menagerie

Class: 001 Club Booth Boards

Section: A Club booth boards

Lot: 00001 Home Arts

File Upload: Upload File

Enter Description Here:

Save Entry Cancel & return to Entries

9.Repeat these steps until you have completed all of your entries. Online entries are for livestock and small engine projects.

10.Once you have added all of your entries, select the blue “Review Entries” button to double check your registrations. Once you submit your entries, you will not be able to edit them again, so be sure all the information is correct before moving on to the next step!

Tollard County 4H Fair - Vernon, CT

Log Out Home Edit Account Entries **Review Entries** Items/Checkout History

Exhibitor: Test Account

Welcome Test Account!

Exhibitor Accounts do not carry over from previous years or shows.

- Click Edit Account to review or change the information you entered for your online account.
Once you have submitted entries, the account information can be reviewed but can no longer be changed
- Click Entries to select and add entries from a list of available selections.
- Click Review Entries to review the list of entries you have selected.
**Pending entries are entries that you have selected but have not yet submitted **
**Pending entries can be modified or removed **
**Once the entries have been submitted they are no longer considered pending and cannot be modified or removed **
- Click Items/Checkout to Submit and Checkout your selected entries.
- Click History to review or print a list of entries/items that have been submitted previously.

11.Select “Items/Checkout,” next to the review entries button, after you have double checked all your entries, and then hit “Submit” at the bottom of the screen.

Exhibitor: Test Account

Items Available for Selection

Select Item Count	Item ID	Desc	Assoc. Class	Amount per Item
No data available in table				

Pending Items for Exhibitor

Item ID	Desc	Amount per Item	Item Count	Total Fee Amount	Enter Exhibitor name
No data available in table					

Entry Count: 1 Entry Fees: \$ 0.00
Pen Count: 0 Pen Fees: \$ 0.00
Misc Items: \$ 0.00
Req'd Class Items: \$ 0.00
Req'd Exhibitor Items: \$ 0.00
Online Conv Fees: \$ 1.00
Total Amount Due: \$ 1.00

☐ By Clicking this box, I affirm that I have read and understand the rules and regulations set forth by the Fair and will abide by them.

[Review Fair Rules](#) [Print/Preview Receipt](#)

Optional Checkout Comment

Submit

12.Congratulations! You’ve successfully registered for the Tollard County 4-H Fair, and will receive a confirmation email with a summary of all your entries.

If you have any questions regarding online entries, feel free to contact the Entries and Tallies committee via email at markkloter@sbcglobal.net