

## How to make online entries for Open Class exhibitors:

1. Go to <https://pratt.fairentry.com>
2. Click on "Not in 4-H and need to create a Fair Entry account."
3. Enter and confirm your email address then click on "Create Account".
4. Fill in all blanks and click on "Create Account".
5. Click on Begin Registration.
6. Click on the green Individual icon.
7. Fill in all blanks for the new individual exhibitor. Note Date of Birth is in YYYY-MM-DD format. Click Continue.
8. Click on the Entries tab in the middle of the page.
9. Click on the green Add an Entry icon.
10. Scroll down to the Open Class departments and select which department you wish to enter.
11. Click on the division you wish to enter.
12. Click on the Class you wish to enter then Continue.
13. Some of the Open Class departments will ask you to select an age category. Select which category best describes you then click Continue.
14. At this point, you can add another exhibitor, add another entry, or complete the entry process.
15. Pratt County does not charge fees for entering in our fair. You will continue through the next few screens until you get to the screen that asks you to Submit your entry/entries.

