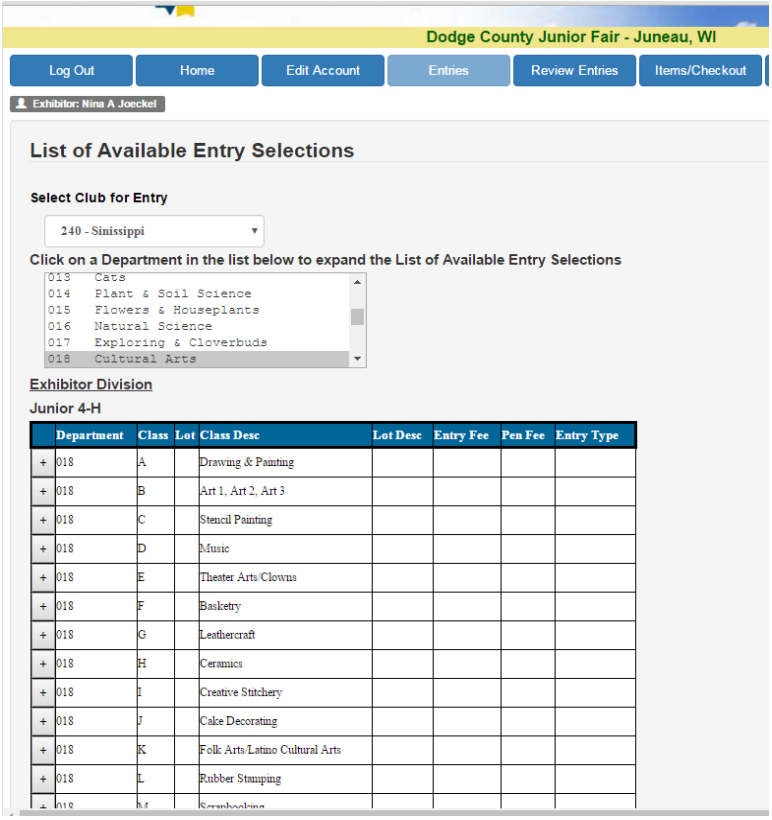
Blue Ribbon Online Entries Information
Entry Deadline June 10th - 10:00pm

1. Go to the following link https://www.blueribbonfair.com/BRFairProd/BlueRibbonStart.aspx?ID=1201
   a. The link can also be found on the Dodge County 4-H Website (http://dodge.uwex.edu/) by clicking on '4-H Youth Development' and 'Dodge County Junior Fair'

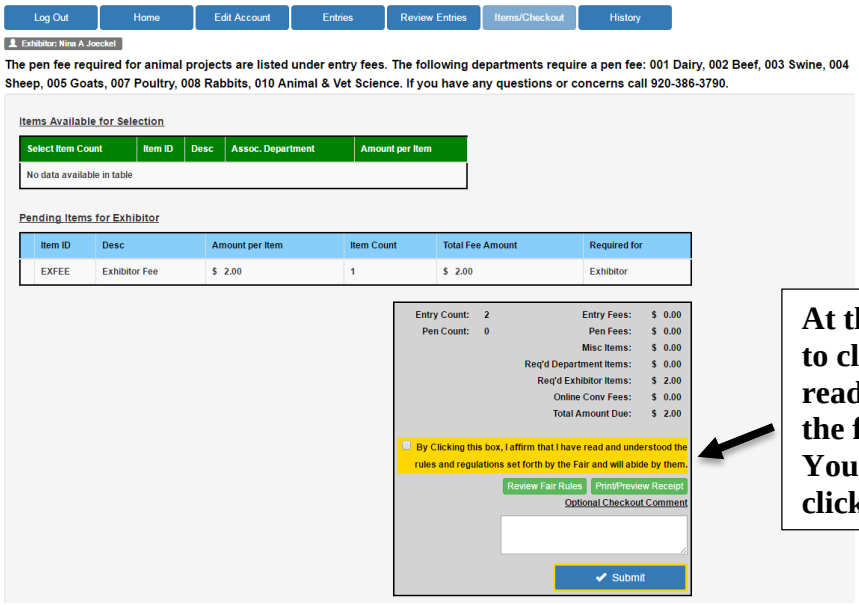
****Please Note:** User accounts do NOT carry over from previous years. If you had an online account in previous years, you will have to create a new account for this year.

2. Click '*Create New Account*' and **follow on-screen directions**. (If you are returning to your on-line entries *in the same year*, select 'Log In' to use your password as a return exhibitor)
   a. Complete all required fields and select 'Save Account Information'
      i. Password must be between 7-20 characters
3. Read the Terms of Service and click 'Accept'
4. Once you are logged in you will see different tabs on the top of the page.
   a. Click on 'Entries'.
   b. Click on a Department in the list to expand the 'List of Available Entry Selections.' Listings are in Department number order (ie. Department 001 Dairy; Department 018 Cultural Arts)
   c. Select one entry at a time.
   d. After a department is expanded click the **(+)** sign on the left of the page to expand the display a specific class and lot numbers.
   e. After displaying a particular class, click **ADD** to add the specified Lot number you want to enter.
   f. After you add an entry a pop up box will appear that tells you "Entry has been added."
   g. To add another entry scroll to the top of the page and select another department/class/lot.



5. When you have finished adding your fair entries, go to 'Review Entries' and double check your entries. Make any corrections as needed.

6. When you have entered all of your entries go to **'Items/Checkout'** from the top of the screen and follow on-screen directions.
    a. Print/Preview receipt is available for your records.
    b. Once you are confident you have entered all your entries and have read the fair rules the last step is to click 'Submit.'



At the bottom of the page be sure to click the box saying you have read and understood the rules of the fair and will abide by them. You cannot continue if you do not click this box.

    c. **The confirmation on the screen is your invoice**. You can print the receipt for your records. You will receive a confirmation email and this is also considered your invoice. **All fees must be paid to your club's General Leader** at your summer meeting. FFA/Ag Teachers will work with their students on their specific school's procedure.

7. Once your entries are submitted you will receive a confirmation on the screen and a confirmation e-mail. Print the confirmation for your records - this is your invoice.

Questions, call Tracy at 920-386-3790 or email Tracy at tmalterer@co.dodge.wi.us

Dairy Exhibitors
There is no dairy form, all required information will be done online. When you select your Department/Class/Lot a window will appear where you need to enter: Sire Name, Dam Name, Animal Name, Breeder, Registry #, Animal Birth Date

- Acceptable forms of animal identification are: 1) a breed registration number, 2) a breed registration tattoo, 3) Official Tag ID from Breed Association or 4) other identification approved by the department. Call the UW-Extension Office at 920-386-3790 with questions.
    - If March calf is not yet registered, state in Registry # field: *Pending*
- If original tag is lost, it is the exhibitor's responsibility to get it re-tagged and notify the UW-Extension Office.
- **Premise ID is required**. Please have your premise ID # ready to enter online.

Entry deadline is FRIDAY, JUNE 10, 2016 by 10:00pm.