

## Frequently Asked Questions

### **1. Q: How do I register?**

A: Go to <https://www.cowlitzcountyfair.com/fair-entry>

**New to the Fair:** click on “Not in 4-H and need to create a Fair Entry Account?” at the bottom of the page on the right.

**Already have an account from last year but forgot my password:** click on “forgot my password” under the blue sign in button. Fair Entry will send you a temporary password to the email address associated with your account immediately after requesting a new password.

**I’m a 4-H Member:** log-in using your 4-H Online user name and password under the 4-H Online sign-in on the home page of Fair Entry.

### **2. Q: Can I register my entire family under one account/email address?**

A: YES! If you already have an account under the exhibitor tab, click “Register an Exhibitor.” The system will prompt you to register an individual. Click the green button and add exhibitor information. If you’re setting up a new account, click on “Register another exhibitor.” The system will prompt you to register an individual. Click the green button and add exhibitor information. If you have a 4-H Online account, you may use that account to register non-4-H members.

### **3. Q: Why do I need to enter my birthdate?**

A: The Fair entry system requests your birthdate information because there are age restrictions for certain departments within the Fair for open class entries only. If you are a 4-H Online member this information will automatically populate. It is also used for Fair records that are sent to the state for funding assistance.

### **4. Q: If I have a 4HOnline account, do I need to register under Fair Entry to enter in Open Class?**

A: No. If you already have a 4HOnline account, you may use that account to register into 4-H, FFA and open class.

### **5. Q: Can I use my 4HOnline account to register family members that are not in 4-H?**

A: Yes! All family members can register under one 4HOnline account, even if some members of the family are not in 4-H.

### **6. Q: I don’t have a digital copy of my animal registration papers for open class entries. How can I submit paper copies?**

A: You can bring in or mail your animal registration papers to the Fair Office at 1900 7th Avenue, Longview, WA 98632. The office is open Monday – Friday 10:00 am – 4:00 pm, closed on July 5<sup>th</sup> or work with your department Superintendent directly. All animal registration papers are due by Friday, July 9<sup>th</sup> by 4:00 pm.

### **7. Q: I’m having trouble registering. How can I get assistance?**

A: You may call the Fair Office at (360) 577-3121 during business hours: Monday – Friday, 10:00 am – 4:00 pm, except major holidays. If you need assistance with your 4-H Online account please contact the WSU Extension office at (360) 577-3014 ext. 0 during business hours: Monday/Wednesday/Friday from 9:00 am – 12:30 pm or via email at [DowellC@co.cowlitz.wa.us](mailto:DowellC@co.cowlitz.wa.us).

### **8. Q: When do entries close?**

A: Entries close on July 9<sup>th</sup> at 9:59 PM PST. **All entries** must be completely entered into Fair Entry by this date/time to be accepted so please plan accordingly.