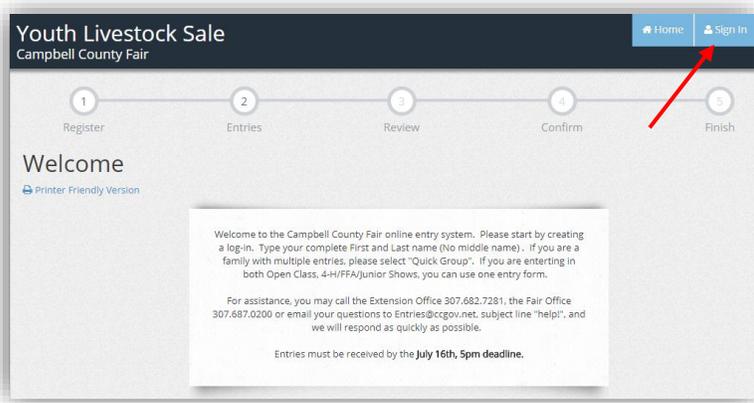


# Campbell County Fair - ShoWorks Entry Process

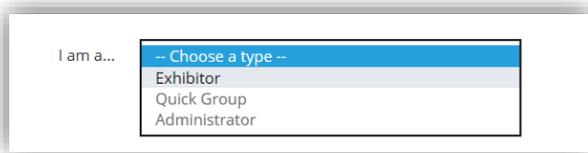


1. To enter exhibits in the Campbell County Fair first go to

<https://www.ccgov.net/1536/Youth-Information-Page> or

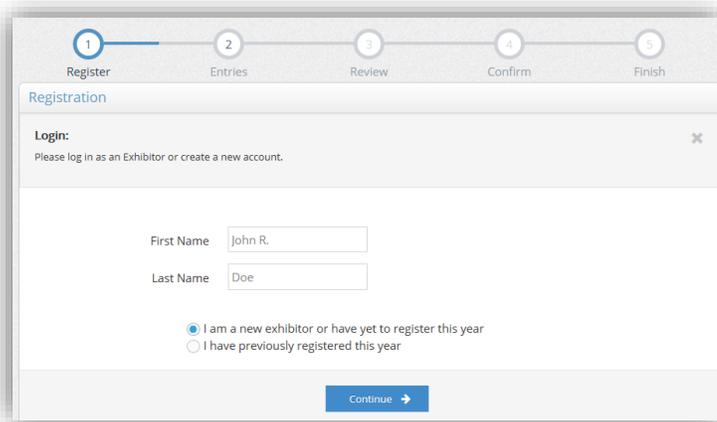
<https://www.ccgov.net/262/4-H-Forms-Registrations> and click on the Enter Here.

2. Select the Sign In icon on the upper right hand side of the screen.



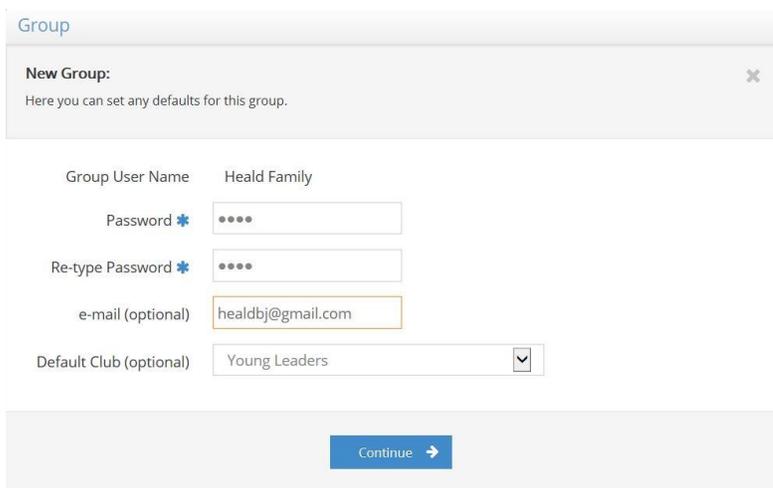
3. Once you have selected Sign In, select “Choose a Type” from the drop down menu. This allows you to select the type of exhibitor.

4. Select “Exhibitor” for an individual.



5. Proceed to fill out the LEGAL first, and last name of the person entering an exhibit.

6. Select “I am a new exhibitor.” Even if you have participated in fair in previous years you are still considered a new exhibitor if you have not used ShoWorks for the Campbell County Fair before.



If you would like to enter an entire family or group, select Quick Group and that will allow you to do all the entries for your family under one account.

Type in group user name. Choose a password, retype the password. Put in a valid email so that your receipt will be sent to you. And select the club to start with (You can do 4-H and FFA entries under Quick Group, just make sure for each individual exhibit you have the right club selected.)

**Registration**

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

First Name John R.  
Last Name Doe  
Password \*  
Re-type Password \*  
Pay premiums to \*  
Address \*  
Address2 \*  
City \*  
State/Prov \*  
Postal Code \*  
Phone Number \*  
e-mail \*  
Re-type e-mail \*  
Age \*  
Date of Birth \*

7. Create a password. You may log-in numerous times by using your first name, last name, and password.

8. Complete form. All fields with asterisk are required to move on.

9. Select continue once all the fields are filled out.

10. Registration Confirmation, make sure the information is correct and select “Continue”

Register Entries Review Confirm Finish

Department -- Choose a Department --  
All Departments  
4-H Department (H)  
FFA  
Junior Livestock (J)  
Open Class Art (T)  
Open Class Beef Show (E)  
Open Class Cambell County Boy Scouts C

11. To make an entry, choose the department in which you want to exhibit.

12. Choose a division you are entering from the drop down list.

Register Entries Review Confirm Finish

Department Junior Livestock (J)

Division -- Choose a Division --  
J-001 Junior Breeding Beef  
J-002 Junior Market Beef  
J-005 Junior Dairy Goats  
J-006 Junior Breeding Meat/Market Goat  
J-007 Junior Halter Horse  
J-008 Junior Horse Performance  
J-009 Junior Poultry Show  
J-010 Pocket Pets  
J-011 Junior Rabbit  
J-012 Junior Breeding Sheep  
J-013 Junior Market Lamb - Blackface  
J-014 Junior Market Lamb - Whiteface  
J-015 Junior Market Lamb - Speckled Face Only  
J-017 Market Lamb - Exotic Breed Lambs  
J-018 Junior Breeding Swine  
J-019 Junior Market Swine  
J-020 Junior Wool Show

13. Choose the class you are entering from the drop down list.

14. Choose the club you are entering for. You will have to do this for each entry.

15. If you are exhibiting in both FFA and 4H you can enter both under the same profile.

Register Entries Review Confirm Finish

Special Instructions:  
Please Refer to the Fairbook for Show Schedule, Rules and Class Information

Department Junior Livestock (J)  
Division J-019 Junior Market Swine  
Class \* J01 Market Swine  
Tag ID \*  
Description  
Club \* -- Choose a Club --

Add Entry to Cart

16. If exhibiting a market animal you will need to enter the tag# for each entry.

17. After selecting, the department, division, and class, select “Add Entry to Cart”

“Add a different entry” will take you back to choose your department

“Add similar entry” will take you to enter in additional classes under the same Department and Division you just entered in.

Register Entries Review Confirm Finish

Entries

✓ One entry added  
One 'J-019 Junior Market Swine' entry has been added to your cart. You may 'continue' to the next section at this time or select another Division to add more entries to your cart.

Department -- Choose a Department --

+ Add different Entry + Add similar Entry Continue

**Remember if you are wanting to exhibit multiples in the same class, you must enter them in the class multiple times. Ex. If you plan to show 5 photos, you must enter 5 times.**

# Authorization Form Upload

18. You must make an entry for the Authorization Form. Choose department “Authorization Form (Z)”.

19. For division, choose “Z- Authorization Form”.

20. For class, choose “001”.

21. Then select “Add Entry to Cart”

22. “Continue” when you are finished with your entries.

23. Review your cart!

**DO NOT SIGN OUT AT THIS POINT, OR YOUR ENTRIES WILL NOT BE SAVED.**

Item	Description	Amount	Edit	Remove
<b>John R. Doe's items:</b>				
J-019 Junior Market Swine	Class: 001 - Market Swine Tag ID: 1 Club: 21 Butte	\$0.00		
<b>Total for John R. Doe with 1 entries</b>		<b>\$0.00</b>		
<b>1 TOTAL ITEMS IN CART:</b>		<b>\$0.00</b>		
<b>PAYMENTS:</b>		<b>-\$0.00</b>		
<b>BALANCE DUE:</b>		<b>\$0.00</b>		

You can still select, “Add More Entries” if anything is missing.

“Save this cart for later” will only save the entries. This does not mean that you have submitted them to the fair. If you log out without saving your cart, your entries WILL NOT BE SAVED!

You can come back in and add more entries after you have checked out up until the entry deadline.

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
<b>John Doe's items:</b>		
J-019 Junior Market Swine	Class: 001 - Market Swine Tag ID: 1535 Club: Green Clovers	\$0.00
<b>Total for John Doe with 1 entries</b>		<b>\$0.00</b>
<b>1 TOTAL ITEMS IN CART:</b>		<b>\$0.00</b>
<b>PAYMENTS:</b>		<b>-\$0.00</b>
<b>BALANCE DUE:</b>		<b>\$0.00</b>

**Signature**

I understand that certain guidelines are necessary in order for all participants to have an enjoyable and memorable experience. Activities are designed to meet the needs and interests of young people to enable the participants to learn skills and make friends, and to develop self-confidence and self-reliance. I further understand that failure to abide by these guidelines will earn an early exit from this activity.

I believe that my participation in the Open, 4-H, FFA and Junior Show programs should demonstrate my own ability, knowledge and skill as a feeder, manager, still live exhibitor and an exhibitor of livestock/animal(s).

I attest that I have read the rules that govern the Campbell County Fair and agree to abide by the rules that have been set forth by the Campbell County Fair Board.

I will fill out, sign and have my parents sign the **Authorization for Emergency Medical Care/Liability Release** (found in the Fair Book behind an entry form) and turn it in to a Superintendent at Fair, the Fair Office or Extension Office personnel. Another acceptable method would be to enter Department Z, Division 001, Class 001 to upload the document.

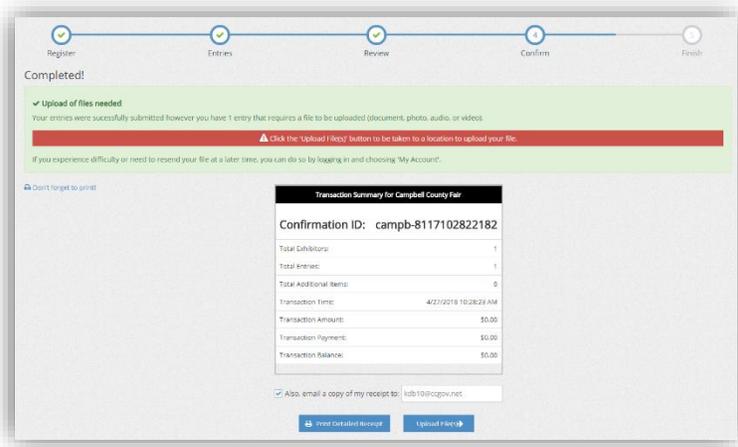
My participation in the Campbell County Fair requires that my entry is entered by the **July 16th, 5pm deadline** and that I will turn in the Authorization for Emergency Medical Care/Liability Release Form.

YES 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.

24. You must agree that you will abide by the rules and regulations in the Campbell County Fair book.

25. Please review it carefully before submitting your entry. Please note if you don't type YES & click the “submit” button your entries will be saved, but not submitted to the fair office. **You MUST click the “submit” button in order for your entry to be sent to the fair's database.**

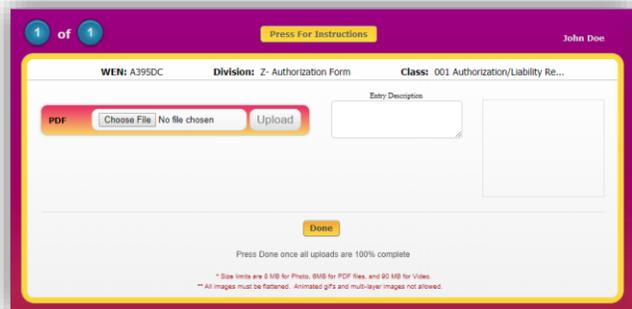


26. Your entry is completed and will be automatically sent to the fair office. You will receive a confirmation email, please keep this for your records.

27. You can Print Detailed Receipt here. After clicking, a pop-up window will come open to display the receipt.

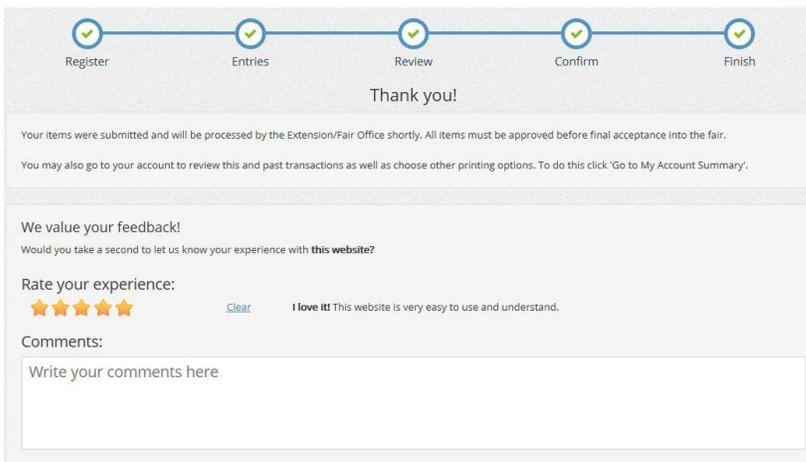
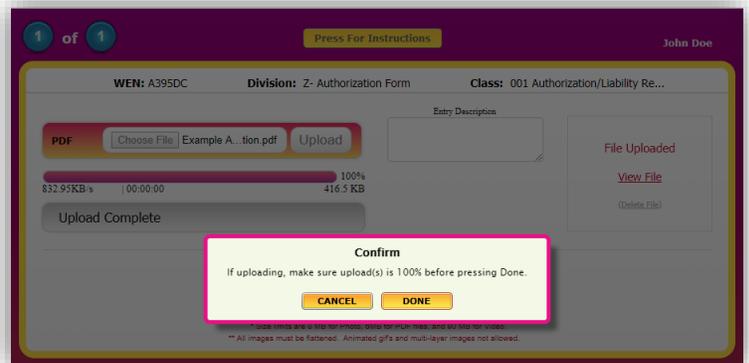
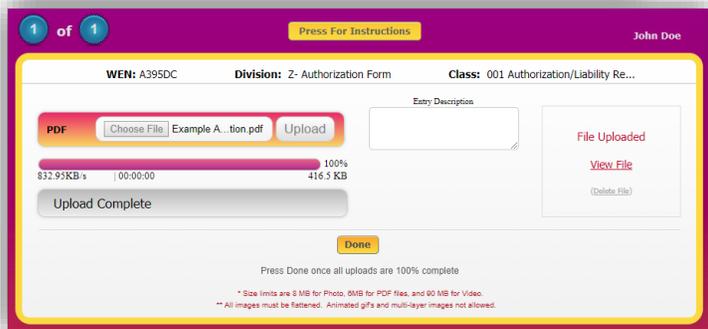
28. Click “Upload File(s)”.

You will be redirected to a website where you upload any files needed. The Authorization Form can be found in the Fair Book or on the Fair or 4-H websites. Please complete the form and save it as a pdf. You can take a picture of the form and change it to a pdf format. There are apps in which you can take photos on your phone as a pdf.



22. Choose the pdf that you would like to upload. Click “Upload”

23. When your upload is complete, click “Done” & “Done”. Then you will be redirected back to ShoWorks!



If at any time you need assistance you may call the Extension Office at 307.682.7281 or the Fair Office at 307-687-0200 or email your questions to [entries@ccgov.net](mailto:entries@ccgov.net), subject line “Online Entry Help” and we will respond as quickly as possible.

