

# **OPEN CLASS LIVESTOCK ONLINE ENTRY INSTRUCTIONS**

To get started click on the Open Class Livestock Entry link on the website (<u>https://www.statefair.org/ag-competitions/livestock-exhibitors/open-class-livestock/</u>)

# 1. Register

Even if you have showed at the Nebraska State Fair in the past you will need to register as a new exhibitor. You will put the first name and last name of the exhibitor. For those wanting to enter as a ranch, farm or partnership use the option for a Team or Company. Whatever you put here is what we will use as the exhibitor's name for the show. This will also be who the premium check is made out to. Also, please be sure to use an address you can receive mail at.

Important note – if you are wanting to submit entries for multiple people and pay once use the Quick Group option.

You will be given the option of putting a stall request. Many of the species will ask further questions to assist with stalling when you are inputting entries. Open class poultry and llamas and alpacas do not do stall requests. The other superintendents will make their best attempt to meet these requests.

For those entering Open Class Junior Shows please put the exhibitor's date of birth.

Please be sure to confirm your contact information.

# 2. Entries

First you must select the appropriate Department followed by Division then the Class. More specific information on each Division and Class can be found in each respective Department's entry book.

Each Department requests different information on entries. Items with an asterisk must be completed. For Open Class Beef, Beef Stalling Preferences will help with stalling exhibitors also exhibiting in 4-H and/or FFA. Open Class Beef, Jackpot Feeder Calf, Dairy Cattle, Sheep, Swine and Poultry will ask questions regarding what other shows that specific entry will also be entered in.

# 3. Items

Items is where you will find additional items you can purchase with your entries. You can purchase both wristbands, daily gate passes (tickets), parking passes, blocking chute permits (for those that purchased one under their 4-H/FFA entries you won't need to), extra beef stalls, indicate bedding for pens, and purchase tack pens.

# 4. Review

You will review purchases. This is your chance to make any changes to what you are purchasing. Please note this information is not saved unless you select Save this cart for later.

For those using the Quick Group option this is where you can go back to step 1 to create a new exhibitor. Once you are done entering all group members, you can click Check-out and pay for them all at once.

#### 5. Pay

Choose a payment method. We can only accept credit cards. We are not able to accept PayPal. Once you enter your credit card information click Continue.

#### 6. Confirm

Review your summary of entries and additional items. You may print and request an email of the receipt. If everything is correct click Finish.

#### 7. Finish

You may view your profile by clicking on your name in the top right corner of the page. This includes a receipt of your Transactions.

