

# HOW TO FILL OUT THE ENTRY FORM

- The **FIRST** thing you need to do is READ THE RULE BOOK!

The Rule Book of today is not the same book as last year. Suggestions from Youth, leaders, advisors, parents and others have been taken into consideration to improve the show.

- Read ALL the Entry Form.

This will allow you to know what information you need to fill out the form correctly.

- Now NEATLY PRINT your name, address, county, club/chapter, phone number, age and correct birthday.

If this is unreadable you may not be correctly entered in to the system. This might delay mailings from the fair to you. Your correct birthday is very important, many fill out this line very quickly and put in the current year instead of the birth year. Your age is how old you were on January 1<sup>st</sup> of this year.

- Open the Rule Book and find the Division you wish to enter.
- Start with your Showmanship class.

This is the most forgotten class. If you start here you won't be calling the office to add it to your entry form.

- Now your Market animal/s.

Do not forget to mark/enter if this animal is homegrown. If there is no indication of this, the animal will not be considered homegrown. When it is awarded Champion, it is too late to declare.

- Enter any Feeder animals.
- Now those Breeding animals.

LOOK at the division titles in the Rule Book. Turn the page and make sure you have the correct division. The first one might not be the correct one. If your breeding animals are not registered or eligible for registration, make sure you are not entered in that division. Usually those divisions are listed first.

If you can enter the classes in the same order as they are listed in the book, the office staff gratefully thanks you, as this makes things much easier for them. It will also help you on show day. You should always keep a copy of your entry form. Now you will be able to quickly see what animal goes into the show ring next.

- Fill in ALL the lines.

If your animal is registered make sure you have those numbers filled in. If you do not have registered animal fill in N/A. (Registered animals have a certificate of registry from the breed association).

- Don't forget to enter the Group classes.

Look at the class list and see what you can enter. Enter ONCE. You do not need to enter each animal. Write the class name -Pair of Females, etc. You have already entered the information on these animals on their individual lines. You may draw a small arrow pointed upwards to show that.

- Sheep and Goat exhibitors, you MUST fill in the Scrapie number. **NO EXCEPTIONS!** This includes your Market animal! There are two parts to a scrapie tag, the premise ID and the individual ID, ENTER BOTH!
- Advisors/Leaders, remember that you do not pre-enter the county group classes. They are entered upon arrival. The class will take place just after the Champion and Best Homegrown classes. The office will pre-enter any county or group that qualifies.
- **SIGNATURES!** All of them! You must have ALL signatures, or the entry cannot be processed.
- Attach your **ENTRY FEES** to the entry form and send it in.
- Don't forget to keep a copy for yourself.

Parents this will make your life much easier. It will give you a place to write the placings of those animals, for your child to enter into that record book.