

## Tolland County 4-H Fair Online Entries



This year, the Tolland County 4-H Fairboard is moving forward with the transition to online entries for our annual 4-H fair. We will be accepting both online entries and paper entries this year, however we **strongly** encourage youth to register via our online entries site, as we will be operating entries fully online next year. To register for the fair using Blue Ribbon Entries, use the link below and follow the instructions!

### **Register here:**

<https://www.blueribbonfair.com/BRFairProd/BlueRibbonStart.aspx?ID=2042>

### **How to Register:**

1. Click the blue “Create Account” button at the top of the screen.

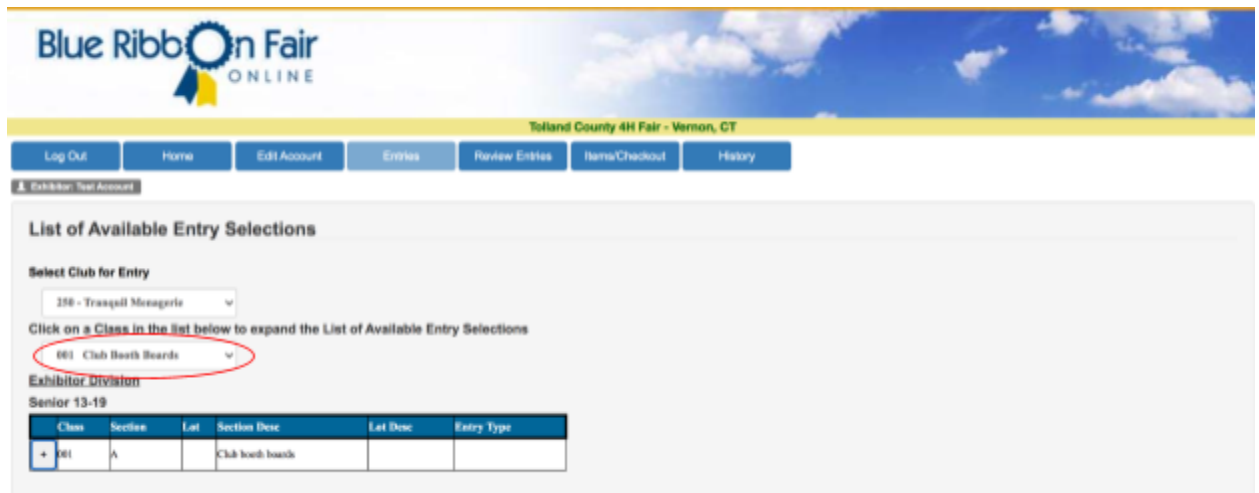


2. Enter your personal information to complete your account set up, and hit “save account” at the bottom of the screen. Once you do this, accept the terms of service to finish setting up your account.

- You are now logged into your exhibitor account. From here you can [edit your account information](#), [register entries](#) for the fair, and [review your entries](#).



- To register for the fair, select the blue “Entries” button at the top of the page. This button is circled in red in the above image.
- Using the drop down menu, select the class(es) you wish to register an entry in.



6. Select the “+” in the grid to view available sections and lot numbers for the class you have chosen.

Blue Ribbon Fair ONLINE

Tolland County 4H Fair - Vernon, CT

Log Out Home Edit Account Entries Review Entries Items/Checkout History

Exhibitor: Test Account

### List of Available Entry Selections

Select Club for Entry: 250 - Tranquil Menagerie

Click on a Class in the list below to expand the List of Available Entry Selections: 001 Club Booth Boards

Exhibitor Division: Senior 13-19

Class	Section	Lot	Section Desc	Lot Desc	Entry Type
+ 001	A		Club booth boards		

7. Select “add” for the appropriate section and lot you wish to register for.

### List of Available Entry Selections

Select Club for Entry: 250 - Tranquil Menagerie

Click on a Class in the list below to expand the List of Available Entry Selections: 001 Club Booth Boards

Exhibitor Division: Senior 13-19

Class	Section	Lot	Section Desc	Lot Desc	Entry Type
- 001	A		Club booth boards		
Add 001	A	0001	Club booth boards	Home Arts	D
Add 001	A	0002	Club booth boards	Animal and plant science	D
Add 001	A	0003	Club booth boards	Engineering and Mechanics	D
Add 001	A	0004	Club booth boards	Leisure-Pleasure	D
Add 001	A	0005	Club booth boards	4H Promotion	D

8. Select “save entry” after entering the required information. Keep in mind, different classes will have different required fields (i.e. livestock classes will require animal name, DOB, sex, etc. to be indicated on this screen). You will not be able to save entries if all required fields are not filled out!

Blue Ribbon Fair ONLINE

Tolland County 4H Fair - Vernon, CT

### Descriptive Entry

Select Club for Entry: 250 - Tranquil Menag

Class: 001 Club Booth Boards

Section: A Club booth boards

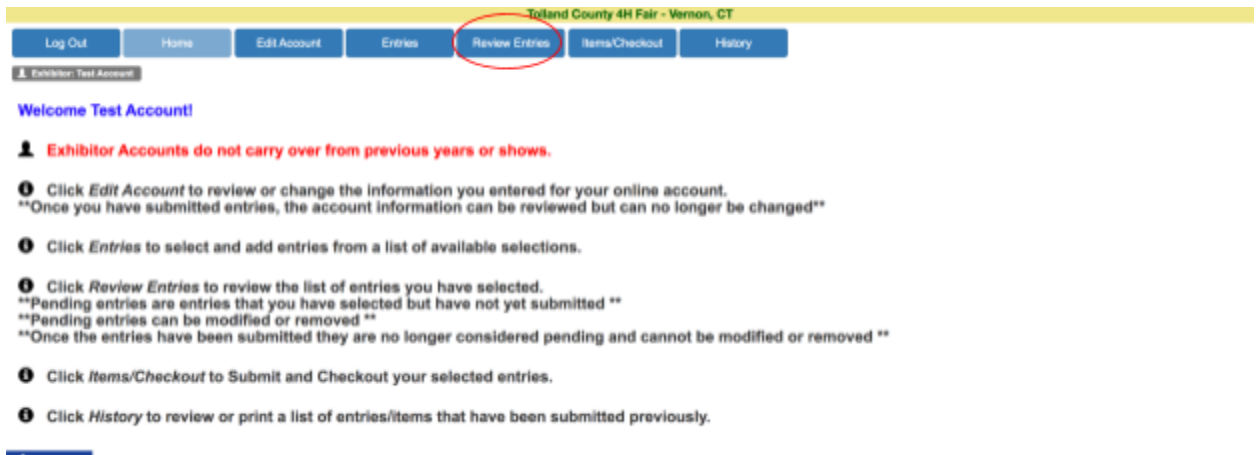
Lot: 00001 Home Arts

File Upload: Upload File

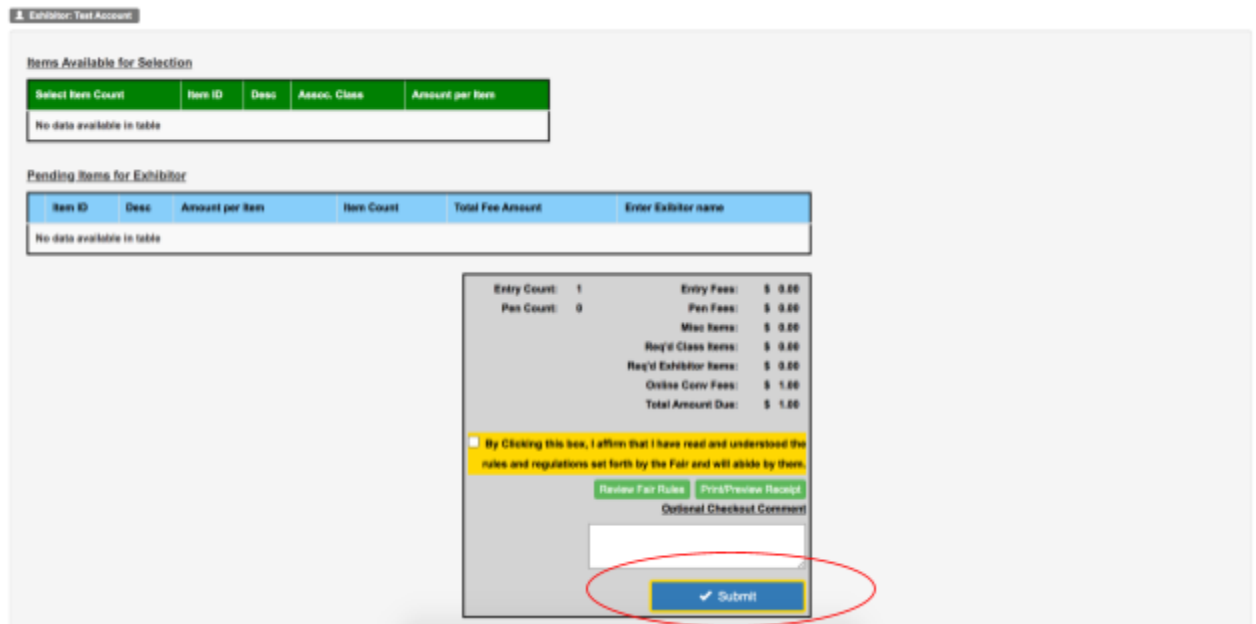
Enter Description Here:

Save Entry Cancel & return to Entries

9. Repeat these steps until you have completed all of your entries. This year we are strongly encouraging 4-Hers to also register gold building projects ahead of time in addition to livestock and small engine projects.
10. Once you have added all of your entries, select the blue “Review Entries” button to double check your registrations. Once you submit your entries, you **will not be able to edit them again**, so be sure all the information is correct before moving on to the next step!



11. Select “Items/Checkout,” next to the review entries button, after you have double checked all your entries, and then hit “Submit” at the bottom of the screen.



12. Congratulations! You’ve successfully registered for the Tolland County 4-H Fair, and will receive a confirmation email with a summary of all your entries.  
*If you have any questions regarding online entries, feel free to contact the Entries and Tallies committee via email at [markkloter@sbcglobal.net](mailto:markkloter@sbcglobal.net).*