HEART O' TEXAS



LIVESTOCK SHOW

presented by Country Store



Team Entry Instructions



Step 1



Go to Enter Now link on hotfair.com/ livestockshow.

That link will redirect you to the page on the left. Read the directions on this page carefully.

When you're ready hit the "Sign In" button in the upper right corner.

Step 2

Entries			# Home	≜ Sign
lodeo				
Sign In				
© Tip: Will you be wor Choose Quick Group if	king with more than one you will be submitting en	e exhibitor? tries for multiple family members or a group of exhibitors and check out all in the same cart.		
	I am a	Ciub ~		
		🖉 ShoWorks by Gladstone Inc. D		

On the next page, select "I am a club." This applies to both 4H Clubs and FFA Chapters.

Step 3



Find your club/chapter name in the drop down menu. Your password is your club/chapter number. If you are a new club, or don't know your number, contact the office at livestock@hotfair.com.



Step 4

O' TEXAS		
	Club Information	
\otimes		
TOCK SHOW	Club Name	HOTFR
t by meaning	Club Leader	T-Bone
	Club Address	4601 Bosque Blvd
	Club Address 2	
	Club City	Waco
	Club State/Prov	тх
	Club Postal Code	76710
	Club Phone	(254) 776-1660
	Club e-mail	livestock@hotfair.com
		A third holomataxi

The next page will show you the information we have on file for your club/ chapter. Make any necessary updates now.

Step 5



Step 6



When entering teams such as Ag. Mech and Food Challenge, all entries must be under the Club/Chapter name. On the entry screen make sure it says "I am a Team or Company." For the team information, enter the Club/Chapter's information.

Enter all the chapter or club information such as: school/club address, CEA or AST phone number and email. *When asked for SSN of EIN just put all zeros for school or club (000-00-0000)



Step 7



When entering a team contest, use the department drop down and select **contests**, and within divisions, select the contest you wish to enter a team ineither **Ag Mechanics or Food Challenge**

Step 8

List all students on the project separated b	y a comma. A Release/Substitute W9 is required for each student	
STUDENTS ENTERED IN JUST CONTESTS DO	NOT NEED TO PURCHASE PASSES.	
Auto-fill from previous *		
* required		
Department	Contests	~
Division	Agricultural Mechanics Project Show	~
Class 🍁	22 : Stands, blinds	~
Description 🛊	Deer blind	h
Club 🍁	HOTFR	~
Team Members 🗱	T-Bone, Hannah Eichman, En	

For all team entries, you will be required to list all the members on the team. When asked to upload the "Release and Substitute W9" forms include all the team members' forms in one document, even if you have multiple teams competing.

Step 9



Once you have finished entering all your teams/exhibitors, you will be taken to the screen on the left. Carefully review the entries to make sure they are correct. If everything looks right, select "Check Out."



Step 10



Step 11

Don't forget to print!			
	Transaction Summary for	Heart O' Texas Fair & Rodeo	
	Confirmation ID:	hot-3201093616196	
	Total Exhibitors:	1	
	Total Entries:	3	
	Total Additional Items:	0	
	Transaction Time:	7/20/2023 9:36:17 AM	
	Transaction Amount:	\$150.00	
	Transaction Payment:	\$0.00	
	Transaction Balance:	\$150.00	

Step 12

Choose File No fle chosen Up(ond Up(ond Exe Free Press Net noc all update are 100% complete ** Varianties are 100% complete ********************************	Speech Documents		Entry Description	
Final Press Next noce all updowls are 100% complete * Sale wine and 2 for home, 000 er 0°C key, and 20 the two. * Joingen, Vales, Decement, it are submit on a large proj or sale with prime 2 and data frame. It is bettere the fars surgestion it automo-	PDF Choose File No file	e chosen Upload		
Fixed Press Need once all uploads are 100% complete *28 minute are 100 m/mm, 100 m/m2 fixed, are 12 100 m/m2. *24 images, Vales, Decement, it are scheme for the grap on just and just fixed are all under a fixed are the fixed scheme fits a scheme fits and are also fixed are also fixed and all under all			6	
Final Press Next once all uploads are 100% complete *Bernine set 2006 mms. 000 mm2 mm2 mm2 mm2 mm2 mm2 mm2 mm2 mm2				
Free Inst force all updates are 100% complete Person Next force all updates are 100% complete * all images, values, description, a method with the force, and all all updates are set of the true. * All images, values, description, a method with the force and the all updates are set of the force.				
Press Next once all uploads are 100% complete *Samina as 5.00 km/hm, NM for VFMs, and 100 km /reas. *Al maps, Valas, Document, & the saminas on this sign may be used by the Far & to adhesis for administry of Parkshit, to factore the Far's completions & auto		Next		
* Size limits are 8.08 for Phots, 508 for Phots, 508 for Phots, 508 for PDF feat, and 120 108 for Video. ** Al Images, Videos, Documente, & other submitted on the page may be used by the Fair & antibiate (including ShoWorks & Fair/kurit), to facilitate the Fair's competitions & auction		Press Next once all uploads are 1	00% complete	
* Al images, Videos, Documents, & other submitted on this page may be used by the Fair & its affiliates (including ShoWorks & Fair/suit), to facilitate the Fair's competitions & auctor		* Size limits are 8 M8 for Photo, 6M8 for PDP file	es, and 120 MB for Video.	
	"Al Images, Videos, Documents, & other su	ibmitted on this page may be used by the Fair & its affiliates	(including ShoWorks & FairVault), to facilitate the Fair's	competitions & auctions

You will given the option to Pay Now or Pay Later. If you are paying with a credit card, you must select the Pay Now option. If you are paying with check, select Pay Later.

After the payment screen you will be shown a transaction summary and the option to "Print Detailed Report." Keep a copy of this report for your records. If you entered Calf Scramble or Public Speaking, you will be given the option to "Upload Files."

You will be asked to upload files one by one for each entry necessary. Pay close attention to what file they are asking for. Files do not have to uploaded immediately, they are due by the entry deadline. However, entries are not finalized until files have been received.



Step 13



If you choose to upload files later, you can do so by logging back in to your account. Click the drop down menu in the upper right corner and select "Your Past Transactions."

Step 14-Mail

If you are paying with a credit card, you do not have to mail us anything. We will send you a confirmation email once we have approved your entries. If you are **paying with a check**, make the check payable to Heart O' Texas Fair & Rodeo and mail to:

Heart O' Texas Fair & Rodeo Attn: Livestock Office 4601 Bosque Blvd Waco, TX 76710