



## 2024 Aksarben Stock Show Entry Process

1. The Aksarben Stock Show entry deadline is Friday, September 6<sup>th</sup>, 2024 at 11:59 p.m. Central. To be eligible to enter an animal must have an official nomination on file, with the exception of Broilers. Broilers must have been ordered through the Aksarben Stock Show.
2. Siblings may nominate the same animal, but may not enter the same animal.
3. At the time of entry, the final exhibitor decision must be made. Animals found double entered (one animal entered in multiple exhibitor's names) will be considered invalid.
4. Exhibitors can enter up to 8 nominated animals for beef, sheep, goat and swine.
5. **From those entered exhibitors can bring up to 5 beef entries, 4 sheep entries, 4 goat entries and 4 swine entries.** Any animal not entered (even if nominated) will be automatically disqualified if brought to the show. There will be no substitutions from entries, no exceptions.
6. **Showmanship for all 5 species must be entered by the September 6<sup>th</sup> entry deadline, no exceptions!**
7. To enter exhibitors will go to <https://www.aksarbenstockshow.com/> then go to the Entries & Nomination page under the Livestock Show menu. During the entry process exhibitors are encouraged to SAVE CART and SAVE OFTEN. Saving the cart is the only way to keep user data and allows you to return later to complete your submissions.
  - a. You will be taken to the ShoWorks website used for entry. Exhibitors will log in to the account created for Nominations with the same name and password by choosing "I have Previously Registered This Year" – DO NOT create a new account.
    - i. If password doesn't work but account is found, exhibitors are able to reset the password.
    - ii. If ONLY showing broilers, exhibitors will need to create a new account at this time.
  - b. Registration (Step 1): The Registration screen will allow you to submit stalling requests (emphasis on the fact it is a request) and shirt size of the exhibitor.
    - i. **NOTE – Only exhibitors showing only broilers need to submit their contact information again!**

- c. Entries (Step 2): Select the button “Add Entries for *Exhibitor Name*. Select the Department and Division for each animal you want to enter. You will only be able to enter animals that have DNA submitted (with the exception of broilers).
  - i. The validation number corresponds to the last 5 numbers of tag information submitted (in some cases because of zeroes there may be more or less than 5 numbers) followed by a show associated number. *For example, 2528.1533.* **You can find your validation number on the entries portion of our website. The exhibitor ID associated with the validation number was emailed to the exhibitor.**
    - 1. For sheep and goats it will correspond to the last five numbers of the Scrapies tag submitted.
    - 2. For beef it will correspond to the Electronic ID number, tag number or in case of registered breeding heifers without a tag the tattoo number (minus the letter(s)).
    - 3. Swine will correspond to the submitted tag number.
  - ii. Registered and purebred divisions will ask for registration information. This MUST be submitted, pending or tentative will NOT be accepted.
  - iii. Purebred swine divisions will request breed.
- d. Items (Step 3): After you have entered animal information you will then be able to purchase items, Trim Stand Permits, Blocking Stand Permits, Additional Exhibitor Shirts (up to 3), and 1 Extra Beef Stall per exhibitor (limit of 50 available).
- e. Review (Step 4): Verify that all animals are entered. **Remember you will need to pre-enter showmanship!!** For those using Quick Entry you will be able to go to the next exhibitor.
- f. Pay (Step 5): You will insert payment information and submit your entries. This is by credit card only and required before you can submit your entries.
- g. Confirm (Step 6): Very important that if you want a receipt, you MUST select that you want one.
- h. Finish (Step 7)
  - i. If you forget to request a receipt or if you forget to enter an animal or showmanship you will be able to access your past transactions plus enter additional entries up until the entry deadline.