



CLUB/CHAPTER LEADER ENTRY INFORMATION

Dane County Fair: July 21 – 24, 2022

Leaders:

1. **Club Entries:** (i.e. Animal Club Herd or Clean Barn, the entire Booths Department & Learning Lane): Create a FairEntry Account for the club. If you created an account last year, please use the existing account's email address and password.
 2. **Entries Deadline: must be submitted online by Thursday, June 2, 2022, 11:59 p.m.**
 - a. **NEW THIS YEAR! Late Entry Fee - \$25 per submission from June 3 to June 9 at 11:59 p.m.**
 3. Club Leaders will receive an email summary of club exhibitors, entries, and fees due after the June 2 deadline from the DCF Entry Department. Leaders **must reply to the email with approval or questions before Noon, Friday, June 10.**
 4. **Leaders responsibilities:**
 - a. Distribute Web Links: Information Resource Guide, Guide to Entries and any other information to members.
 - b. Entries Summary by Member Review: Verify member's eligibility to exhibit in projects. DCF Entry staff will email the summary after June 2.
 - c. Verify member's participation with their animals. Your acceptance/verification of the Entries Summary will certify your recognition of the member's Youth Code of Practice acknowledgement by online entry by the youth member and parent/guardian.
 - d. Reply by email or phone is required to the Fair office by Noon, Friday June 10 to confirm the information above is accurate on the Entries Summary
 5. **All Fees** may be paid online with Entries by credit card. An option to pay by check is available. All checks must be payable to Dane County Fair, received by June 10, 2022 at the Dane County Fair Office (PO Box 287, Oregon, WI 53575)
 6. **Entry Tags & Material Pick-up:** The youth organization leader or a representative of the organization may pick up club entry tags, passes, shirts and other Fair entry information on **June 23, 4 – 7 p.m. at Alliant Energy Center – Exhibition Hall**
- **Club entry tags and passes will not be distributed without all fees being received.

Dane County Fair Office: P.O. Box 287, Oregon, WI 53575

Phone: 608-291-2900

Email: danecountyfair2900@gmail.com