

## **ShoWorks Online Entry Directions**



Welcome to the Erie County Fair Online Entry System! As you can see, this is a different website than past years! We are certain that you will find this system much easier! If you have any questions along the way, feel free to call (716)649-3900 ext. 6407 or email ceoffice@ecfair.org.

## There are 3 TYPES of accounts:

- \* One-time only single user account, you will have to create a new one each year
- \* One-time only group account, you will have to create a new one each year
- \* Passport Account, it stores your information for years and you can look back at your previous years' placings, it will also store your animal information if you are entering livestock!
  - \*\* You CAN change your one-time accounts into a passport account at any time

## There are several different links to use when entering:

To enter Creative Arts, Woodcarving, Conservation, Ag-Grange, Home Wine (age 13 & older) - <a href="https://ecfair.fairwire.com/">https://ecfair.fairwire.com/</a>
To enter Junior (age 12 & under) Creative Arts and Ag-Grange - <a href="https://ecfairyouth.fairwire.com/">https://ecfairyouth.fairwire.com/</a>

To enter Open Class Livestock - https://ecfairlive.fairwire.com/

To enter Open Class Poultry & Rabbits - https://ecfairlivepr.fairwire.com/

To enter 4-H or FFA - <a href="https://ecfaircce.fairwire.com/">https://ecfaircce.fairwire.com/</a>

IF you use the one-time only account you will **NEED** to make a <u>new account</u> for each of the links listed above. IF you use the passport account you can find each link under your 1 account by going to "List of Fairs" in the top right.

- 1) Start by creating an account.
  - \*Please write down your login information in case you need to log back in.
- 2) Making your entries. You will see drop down menus listing the department, division and class. The description field is not required, but you are encouraged to enter a brief description of your item to help keep multiple entries sorted, for example the color of the item. Select "Add Entry to Cart". If you wish to add additional entries, select "Add Different Entry" There will be a tally running in the left-hand corner with all the entries added to your cart. There is also an "Add a Similar Entry" option.
  - \*\*IF you do not see the departments and divisions you want to enter double check the links above to make sure you are using the correct one.
- 3) You can go to the "Items" tab to select any additional items you may want.
- 4) If you would like to come back and add more entries or pay at a later time, select "Save this Cart for Later" *Note: Your entries will not be registered with the Fair office until you have paid using the step below.*
- 5) Select "Check Out" to proceed to pay with debit/credit card and submit your entries. Review your cart. Balance due will be charged to your card upon completion of this process. Select "Debit/Credit Card" and select your payment in the drop-down menu. Enter your card information. This process MUST be completed for your entries to be submitted to the Fair.

You will now receive a confirmation email. Please save this email for your records.

Members of the Erie County Agricultural Society can call the office to have the entry fee waived.