

**Market Animal checklist BEFORE registering:**

- ✓ I have my animal and my floater's ear tag number issued at initial weigh in.
- ✓ If I have a market goat or market sheep, I have the scrapies tag number issued by my breeder.
- ✓ I know the name and address of my breeder.
- ✓ If I am camping, I have the length and make/model and License # of the camper I will bring.
- ✓ I have my credit card available for payment.

**Non-Market Animal checklist BEFORE registering:**

- ✓ If I am camping, I have the length and make/model and license # of the camper I will bring.
- ✓ I have my credit card available for payment.

## **All animals (market and non-market) attending the Latah County Fair must be registered through Fairwire using the instructions as follows:**

Please read through this entire instruction sheet prior to starting registration.

- Access registration at <http://latah.fairwire.com>
- Sign In method options:
  - Exhibitor- use if you are only registering 1 exhibitor.
    - Enter First, Last name of exhibitor and select if you are registering for the first time this year, or have previously registered and are returning to complete registration or add photos/video to market entries.
  - Quick Group – use to register more than one exhibitor from the same family.
    - If you have not registered yet this year, select a Group User Name, such as a last name, select “I am a new group” and click Continue.
    - If you are returning to complete/add/edit existing entries under the group account, enter your existing Group User Name and select “I have previously registered”.

Group User Name

I am a new group    I have previously registered

**Continue** →

- Follow the prompts for Registration.
  - For Quick Group option, each exhibitor will still require their own Registration sheet with password, address, phone, email and other information as shown below, however the ‘Auto-Fill from Others’ button will speed up entry for subsequent exhibitors.

- **Exhibitor Bio-** Enter up to 255 characters with a little information about the exhibitor.
- **When entering subsequent exhibitors with the same contact information, use the** Auto-fill from others... ▾ **to copy information from a previous exhibitor but be sure to edit the Bio, Age and Cloverbud status fields.**

Registration

First Name *	First	
Last Name *	Last	
Password *		<input type="password" value="....."/>
Re-type Password *		<input type="password" value="....."/>
Address *	Address	<input type="text"/>
Address2		<input type="text"/>
City *	City	<input type="text"/>
State/Prov *	ID	<input type="text"/>
Postal Code *	83843	<input type="text"/>
Phone Number *	(123) 456-7890	<input type="text"/>
e-mail *	Email@gmail.com	<input type="text"/>
Re-type e-mail *	Email@gmail.com	<input type="text"/>
Exhibitor Bio	<input style="height: 40px;" type="text" value="255 character short bio about exhibitor"/>	
Exhibitor age 1/1/23 *	12	<input type="text"/>
4-H Cloverbud Member *	No	<input type="text"/>

- After entering exhibitor, begin adding entries for this exhibitor. Complete all entries for one exhibitor before registering a new exhibitor.
  - Choose one of 3 Departments-
    - **Camper** – if you will be bringing a camper during fair week
    - **Market Animal** – Enter any animal that may go thru the Livestock Auction. If you have more than one, enter each here; exhibitor will need to declare only 1 that will sell immediately following the completion of all market classes.
    - **Non-Market Animal-** Enter any animal to be displayed/showed at the Latah Co Fair that is not a market animal ie. Breeding, pet, cavy, etc.

- **Choose a Division-** Division options are specific to the Department previously selected.
- **Class** – enter whether the entry will be shown under 4-H or FFA
- **Breed-** enter the breed of the animal(s) if applicable
- **Club** –enter the 4-H Club or FFA Chapter name exhibitor will be showing under.
- **Other info-** add the other required information as it pertains to the department and division selected. Items with an asterisk are required fields.
- Once an entry has been completed for exhibitor 1, select one of the following 3 options:
  - **‘+Add different Entry’** – add another entry for exhibitor 1 for a different department/division
  - **Add similar Entry** – add another entry for exhibitor 1, same department/division.

Entries

✓ 1 entry added  
One 'Breeding Beef' entry has been added for [redacted] You may 'continue' to the next section at this time or select another Division to add more entries for [redacted]

Department: All Departments

Division: -- Choose a Division --

+ Add different Entry   Add similar Entry   Continue →

- **Continue-** Select to be taken to a new screen with the following options:
  - Review your cart.
  - Edit or delete an existing entry.
  - Empty your cart to clear multiple entries.
  - Save this cart for later – important if you are not prepared to pay immediately and plan on returning at a later date to pay/submit entries.
  - Checkout – select if you have completed entering all entries and are ready to enter payment information and submit your entries.
  - **ADD ENTRIES FOR A DIFFERENT EXHIBITOR**
- As exhibitors and entries are added, the cart will continually be updated and is visible at the top left side of the screen.
- IF YOU ARE NOT PREPARED TO PAY FOR YOUR ENTRIES AND/OR YOU NEED TO LEAVE AND RETURN TO COMPLETE LATER, PLEASE SAVE YOUR CART EITHER FROM THE CART IN THE TOP LEFT OR USING THE BUTTON ‘SAVE THIS CART FOR LATER’ AT THE BOTTOM OF THE REVIEW OF CART SCREEN.
  - Sign Out from the drop-down menu at the very top right of the screen that says HELLO and your group name.
- **YOUR ENTRIES ARE NOT SUBMITTED UNTIL YOU HAVE PAID.**

Your Entry Cart	
<b>FIRST LAST:</b>	
Under 35 ft Ca...	\$25.00
Dairy Heifer	\$10.00
Market Goat	\$8.00
<b>3 Items</b>	<b>\$43.00</b>
<b>EXHIBITOR2 LAST:</b>	
Pet/Pygmy Goat	\$8.00
<b>1 Items</b>	<b>\$8.00</b>
<b>TOTAL</b>	<b>\$51.00</b>


## CHECK OUT

After selecting Check Out the following screen will display for you to enter your credit card information and address (fees apply). You may use the Use Previous address to autofill most address fields. Select 'Continue' once all fields are completed.

Amount Due \$54.04

Payment Method

Account Number

CVV  

Expiration Date

Name on Card

Billing Address


Billing City

Billing State/Prov

Billing Postal Code

Billing Country

- ***Read through the Country of Origin Labeling, Quality Assurance Affidavit, Consignment Agreement and and Fair/Sale Release of Liability. You will need to use the scroll bar to read the full statement. By typing YES you are indicating you agree to ALL the statements. Click the Submit button, your entries have now been submitted to the fair and sale committee.***

 Signature

**Country of Origin Labeling, Quality Assurance Affidavit, Consignment Agreement and Liability Release**

As an affidavit is deemed by USDA as an official record of Country of Origin, I attest through first-hand knowledge, normal business records, or producer affidavit(s) that this animal was born in the USA and raised for market in the USA.

I am responsible for and certify as the owner of this animal that:

- o All medicated feeds or feed additives were discontinued by the required number of days prior to slaughter, as stated on the label; withdrawal times for any medication, dewormers, etc. were followed and this animal is free from drug and chemical residues.
- o No feed containing mammalian meat and/or bone meal was fed at any time (per FDA regulation CFR Title 21)
- o No product was utilized in raising or exhibiting this animal that was not specifically labeled for use with this species; approved products were only used according to the manufacturer's label directions
- o Adequate care and nutrition has been provided to the animals, and I will continue to provide adequate care and nutrition until the close of the Fair, Sunday at 5 pm.

As a producer of a market animal ultimately intended for human consumption, I understand that I am responsible to ensure the animal I raised is managed in a safe and wholesome manner. By offering this animal for sale, I guarantee that all applicable laws have been followed to ensure a wholesome product for human use.

I hereby consign the above animal to the Latah County 4-H and FFA Market Animal Sale (LMAS) to be sold during the Latah County Fair. I agree to abide by the presentation guidelines, rules, and directions of the LMAS. I understand that the responsibility for payment of the animal lies with the buyer.

**I understand and agree that this animal may be used for the 4-H and/or FFA Livestock Judging Contest.**

I attest that the animal was bought and raised at the specified addresses entered into the auction registration form.

I agree to the above statement (type 'YES' if you agree)


*Lastly, you may opt to print and/or email a copy of the receipt to you for your records. Click Finish to exit registration. To Sign Out, select the drop down in the top right hand of the screen and select Sign Out.*

**Transaction Summary for Latah County Market Animal Sale Committee**

Confirmation ID: **latah-3094131316629**

Total Exhibitors:	1
Total Entries:	1
Total Additional Items:	0
Transaction Time:	4/4/2023 1:13:17 PM
Transaction Amount:	\$1.52
Transaction Payment:	\$0.00
Transaction Balance:	\$1.52

Also, email a copy of my receipt to:



# FAQ

*Q: Can I Check Out, pay and then add more exhibitors/entries later?*

*A: YES! you can return to an account to add exhibitors/entries OR add photos videos to existing entries. can view your past transactions by dropping down on the Hello button, (also where you Sign Out) top right of your screen and click on 'Your Past Transactions'.*

*Q: When can I upload my pictures/videos of my market animal?*

*A: The photo/video upload is available AFTER checkout. For those exhibitors entered by the deadline, photos/video may be added up to September 1.*

*Q: Can I upload a picture for my non-market animal?*

*A: No, not at this time.*

*Q: How many pictures/videos can be uploaded?*

*A: Each market animal exhibitor can upload 3 pictures and 1 video.*

*Q: What animal do I enter if I am bringing more than one market animal?*

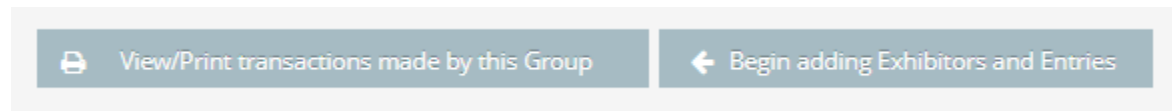
*A: All animals attending the Latah County Fair must be entered. Exhibitors bringing more than one animal must declare which will be sold after the last market animal class.*

# MARKET ANIMALS ONLY

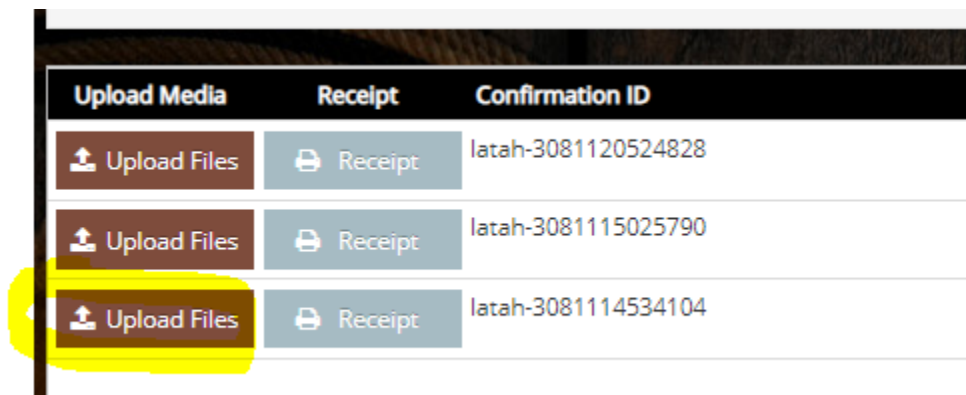
## PHOTO/VIDEO UPLOAD

After Check Out, you may select Upload Photos for your market animals. The photos and videos will be made available on an online sale catalog for buyers to browse and attach add on support.

If you are returning to your account at a later date to add photos and/or video, you may View/Print transactions by selecting the button to View/ Past Transactions from the drop-down menu in the very top right of your screen to see a list of submitted entries.



Select 'Upload Files' on the entry row you wish to upload photos/video.



- The following screen will display the name of the exhibitor at the top, as well as the so you can make sure to use the correct pictures. For each photo or video:
  - 'Browse' to a location on your computer where the photo(s) and/or video are saved.
  - Select the file you wish to add. After the file name displays on the screenshot and you see the photo in the preview, click Upload and wait until the photo(s) video have been uploaded 100%.
  - Optionally, enter a short caption for the photo example "Exhibitor name, Project, Year" in the 'Entry Description' box.
  - Once all photos and/or video has been successfully uploaded, select the DONE button at the bottom of the screen.

1 of 2 Press For Instructions James Logan

WEN: 35DC5F Division: Beef Class: 01 FFA

Entry Description

PHOTO  No file selected.

PHOTO 2  No file selected.

PHOTO 3  No file selected.

VIDEO  No file selected.

2 of 2 Press For Instructions John Logan

WEN: 4EC549 Division: Swine Class: 02 4-H


Entry Description

PHOTO  Pig.jpg

150.63KB/s | 00:00:00 | 100% | 75.3 KB

Upload Complete

John, 2020 Pig



You will then be asked to Confirm your photos and/or video were uploaded to 100%.



Lastly you will see a short message indicating your registration has been submitted with an option to rate your experience. If you selected to receive an email receipt, check the email you provided on the registration for that receipt.

Your Fair and/or Sale registration has been submitted and will be processed by the Livestock Market Animal Sale Committee and Fair Board. All items will be reviewed before final acceptance into the sale. To review or reprint or email your transaction, while logged into your account click on the top right menu or click on "My Account Summary" below.

We value your feedback!

Would you take a second to let us know your experience with this website?

Rate your experience:



[← Go to my Account Summary](#)