REGISTRATION IS DUE AUGUST 1ST---LATE FEE \$25

Single Exhibitor Registration for the 2021 Livestock Auction

You ONLY do this for your single MARKET Project that you want to sell in the auction.

NOTE****pictures/video can be uploaded later—be sure to follow the instructions for logging back in later to do so. Must be **uploaded NO LATER THAN SEPTEMBER 1**sT. Please save up to 3 good photos of your exhibitor with their **MAIN** project and up to one short video (90 second limit) on the computer you are using. Photos/videos are optional, but highly encouraged. Also prepare a very short biography of Exhibitor name, project name, years in project, and a fun fact or two about this year's project.

Go to this page: http://latah.fairwire.com

Then click on the upper right corner for "Sign in":



Then choose the type of Exhibitor:

Only one exhibitor in your family = Exhibitor

Multiple exhibitors = Quick Group (please refer to the quick group instructions)

Click Continue

Sign In		
Image: Second state Image: Second state<	exhibitor? s for multiple family members or a group of exhibitors and check	k out all in the same cart.
l am a	Choose a type	Y
	Choose a type Children to the second secon	family
	Buyer Multiple exhibitors in the Passport family	le

The put in the exhibitors name and select NEW exhibitor, then click continue

First Name	Jim	Example of a single exhibitor.
Last Name	Logan	Use the Youth's Name
It's free and let different fairs judged and	or sign in using ShoWork ts you securely keep your information an and shows. Get instant notifications whe d see your awards. Sign up now and begi Tell me more about ShoWo	s Passport d entries <u>year-to-year</u> and reuse across n it's time to show or entries have been n keeping track of your own entries! rks Passport
● I am a ○ I have	a new exhibitor or have yet e previously registered this	to register this year year <i>Everyone will be NEW this yea</i>
		Continue

Fill in contact information. DO NOT FORGET the password you create, then click continue:

se provide the following information a	ind click the Continue button at the bottom. Information submitted may not be reflected in the local office for a delayed pe
First Name	Jim
Last Name	Logan
Password 🍀	
Re-type Password 🇱	
Address 🛊	
Address2	
City 🗱	
State/Prov 🗱	
Postal Code 🍀	
Phone Number 🇱	с.
e-mail 🗱	This is where you put you short biography
Re-type e-mail 🗰	"Name *Project *Vears in Project
Exhibitor Notes	*Fun Fact

The next screen will be a confirmation screen for your contact information, review data and then click continue:

Registration	
Confirm Registration Information The following information will be associated with your name. Any changes you make may not be reflected	in the local office for a delayed period
First Name	Jim
Last Name	Logan
Address	1021 Harold St
Address 2	
City	Moscow
State/Prov	ID
Postal Code	83843
Phone	(208) 883-5722
e-mail	jlogan@latah.id.us
	Continue 🗲

Then choose a department. This will be the species of the large animal you are brining, or if you are rabbits or poultry, you will select "Small Animal".

Entries		
Department	Choose a Department	~
	Choose a Department	
2 Max 8 11	All Departments	
	Beef	
	Goat	
	Sheep	1
	Small Animal	100
	Swine	

Then you pick a division, for large livestock you will only have one option, the same as your Department (species) for small livestock, this is where you pick either rabbit or poultry.

Entries		
Department	Swine	~
Division	Choose a Division	~
	Choose a Division Swine	

Then you pick a class (this is either 4-H or FFA), which ever your project is registered with, and then pick your club or chapter. For the Tag ID, Only put in your primary animal, if you have a floater and decide to keep the floater at Fair and not your primary, during Wednesday weigh-in, the LMAS Committee can adjust this entry. Click continue:

Department	Beef		~
Division	Beef		~
Class 🗱	Choose a Class		<i>Pick what program your project is enrolled in</i>
Breed	Choose a Class 01 : FFA 02 : 4-H		
Tag ID 🗱	02.111	Only enter one tag # into this box. animal, this can be adjusted after wei the show weeke.	If you have a floater igh-in on Wednesday of nd.
Club 🗚	Choose a Club		 Pick your Club or Chapter from the Drop Down
Animal Raised At : City * State * Animal Bought At	*	**This see COOL (Co 1. Animal Ra where anim time of purc 2. Animal bo address whe from	ction is in place of the untry of Origin Label) aised at: physical address al is being raised at from thase to day of fair ought at—physical ere animal was purchased
State 🗚 FLOATER TAG ID			

Add Entry to Cart 🗸 🗸

You will then see a confirmation screen, as you are a single exhibitor family, click continue:

Save Save	Register Entr	ies Review	4	Confirm
JIM LOGAN: Beef	Entries			
1 Items	✓ 1 entry added One 'Beef' entry has been added to your cart. Y	ou may 'continue' to the next section at t	<mark>his time</mark> or select another Division to add more	e entries to your
A H & FFA Market	Department	Choose a Department	×	
Animal Sale		+ Add different Entry 🖉 Ad	d similar Entry Continue 🗲	

You will then review your "cart". Don't worry, there is no charge for this. Review your data and then click Check-out:



Type YES into the small box on the left to act as your signature (this is the attestation previously located on the COOL/Quality Assurance Form; be sure to read and click submit:

Signature	
On-line submission of da For a copy of these rules	ata requires that you agree and will abide with the terms as defined in the published rules and regulations. s and regulations, please contact the fair office.
YES I agree to th	✓ Submit he above statement (type 'YES' if you agree)
By typing 'YES' you agree and are bound by the above statement. This action serves as your signature.	8

You will then see a Transaction Summary Screen, print or email if you want a copy for your records, and then click Upload File(s):

Transaction Summary for Latah County M Committee	Aarket Animal Sale
Confirmation ID: latah-02	31072025310
Total Exhibitors:	1
Total Entries:	1
Total Additional Items:	0
Transaction Time:	8/18/2020 7:20:26 AM
Transaction Amount:	\$0.00
Transaction Payment:	\$0.00
Transaction Balance:	\$0.00
Also, email a copy of my receipt to: jlogan	@latah.id.us
Print Detailed Receipt	oload File(s)

Then you will see the photo/video upload screen. Click on Browse to add photo and video. The entry description is not needed ***this is not your Exhibitor Bio information**** this was located at the beginning of the registration process.

1 of 1	Press For	Instructions	Jim Logan
WEN: DBD4B8	Division: Beef	Class: 02 4-H	
PHOTO Browse No fi	ile selected. Upload	Entry Description	
PHOTO 2 Browse No fi	lle selected.		
PHOTO 3 Browse No fi	ile selected. Upload		_
VIDEO Browse No fi	lie selected. Upload		
		Done	
** All Images, Videos, Documents, & other s	Press Done once all u * Size limits are 8 MB for Photo, 6 ubmitted on this page may be used by the Fai	iploads are 100% complete 3MB for PDF files, and 120 MB for Video. r & its affiliates (including ShoWorks & FairVault), to fac	ilitate the Fair's competitions & auctions.

On each entry, you must click UPLOAD, for the file to save:

	WEN: DBD4B8	Division: Beef	Class: 02 4-H	
			Entry Description	
рното	Browse Cow.jpg	Upload	Jim and 2020 Steer Project	* # . * . *
Name: Cow.j Size: 61.3 Kl	ipg B Type: image/jpeg i	Dimension: 763 x 506	.42)	Preview
Press Uplo	oad when ready			- Inde and manufacture of the

When all files are uploaded, click DONE at the bottom of the page.

You will then see a THANK YOU message. Which means you are all done and registered for the auction:

<u>~</u>	⊘	<u> </u>			
Register	Entries	Review	Par	Confirm	Finish
		Thank	you!		
Your items were submitted and You may also go to your accoun	will be processed by the fair office t to review this and past transaction	e shortly. All items must be approve ons as well as choose other printing	d before final acceptance into the options. To do this click 'Go to M	fair. y Account Summary'.	
		A REAL PROPERTY OF THE REAL PR			

If you have any questions about this process, please email the LMAS Committee at <u>livestockmarketsale@gmail.com</u> or call the Fair Office at 208-883-5722.

Also – there are more helpful instructions online at: <u>https://www.latahcountyfair.com/p/fair/livestock-auction</u>

Also be sure to check the email you provided on your forms, the ShoWorks system will send a receipt of your registrations to you.

If you need assistance logging back in to upload pictures read the following directions:

🗧 🔶 C 🧯 latah.fairwii	re.com/login.aspx		4	r 🖬
livestockmark Latah County Market A	etsale@gmail.com nimal Sale Committee		# Home	🛓 Sign In
	Sign In			
4-H & FFA Market Animal Sale	V Tip: Will you be working with more than one Choose Quick Group if you will be submitting ent		×	
	Lam a	Choose a time		
Powered by ShoWorks	1 dill d	Choose a type V		

Be sure to select "I have previously registered this year"

First Name	Mickey
Last Name	Mouse
1) er	or sign in using ShoWorks Passport
It's free an reuse acro show or e	nd lets you securely keep your information and entries <u>year-to-year</u> and oss different fairs and shows. Get instant notifications when it's time to entries have been judged and see your awards. Sign up now and begin keeping track of your own entries! Tell me more about ShoWorks Passport
Password	••••
	Forget your eacoverd? Click here to react your eacoverd
	Forgot your password? Click here to reset your password.
◯ l am ● l ha	n a new exhibitor or have yet to register this year ve previously registered this year

Note** this is where you can enter your Bio if you need to add or edit.

Confirm information

✓ Confirm Registration Information	×
The following information is currently as: may not be reflected in the local office fo	sociated with your name. You may make changes by clicking the Edit Information button at the bottom. Any changes you make r a delayed period of time.
First Name	Mickey
Last Name	Mouse
Address	disney lane
Address 2	
City	Tampa Bay
State/Prov	FL
Postal Code	99999
Phone	(208) 669-0095
e-mail	brandigriffin77@gmail.com
Exhibitor Notes(Bio)	
	✓ Edit Information Information is Correct, Continue ✓

Select the drop down on **RIGHT** side of screen (under Hello Mickey) and select **YOUR PAST TRANSACTIONS**



Select the Upload Files button and this will allow you to upload—go back to page 6

actions were n	nade by the Exhibitor 'Micke	ey Mouse'. You may choose to print receipts for any trans	action or print a pa	cking list for all	entries.	
Receipt	Confirmation ID	Cart Time	Exhib	Entries	Fees	Amount
🔒 Receipt	latah-1144213440688	5/24/2021 9:34:41 PM	1	1	0	\$0.00
			1	1	0	\$0.00
		■ Review All ■ Packing List				
		Filter Reports by: All	~			
	ctions were n Receipt	ctions were made by the Exhibitor 'Micke Receipt Confirmation ID Preceipt latah-1144213440688	ctions were made by the Exhibitor 'Mickey Mouse'. You may choose to print receipts for any trans. Receipt Confirmation ID Cart Time Receipt Iatah-1144213440688 5/24/2021 9:34:41 PM Receipt Iatah-1144213440688 Filter Reports by:	ctions were made by the Exhibitor 'Mickey Mouse'. You may choose to print receipts for any transaction or print a pa Receipt Confirmation ID Cart Time Exhib a Receipt latah-1144213440688 5/24/2021 9:34:41 PM 1 Receipt I atah-1144213440688 5/24/2021 9:34:41 PM 1 Review All Packing List Filter Reports by: All	ctions were made by the Exhibitor 'Mickey Mouse'. You may choose to print receipts for any transaction or print a packing list for all Receipt Confirmation ID Cart Time Exhib Entries Receipt Iatah-1144213440688 5/24/2021 9:34:41 PM 1 1 Receipt Iatah-1144213440688 5/24/2021 9:34:41 PM 1 1 Receipt Iatah-1144213440688 Filter Reports by: All V	ctions were made by the Exhibitor 'Mickey Mouse'. You may choose to print receipts for any transaction or print a packing list for all entries. Receipt Confirmation ID Cart Time Exhib Entries Fees Receipt Iatah-1144213440688 5/24/2021 9:34:41 PM 1 1 0 Receipt Iatah-1144213440688 5/24/2021 9:34:41 PM 1 1 0 Receipt Iatah-1144213440688 Fleerence 1 1 0 Image: Review All Image: