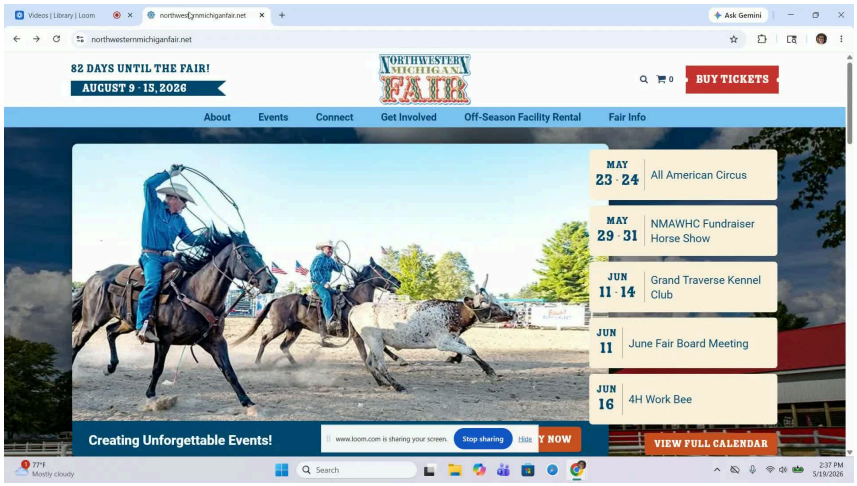
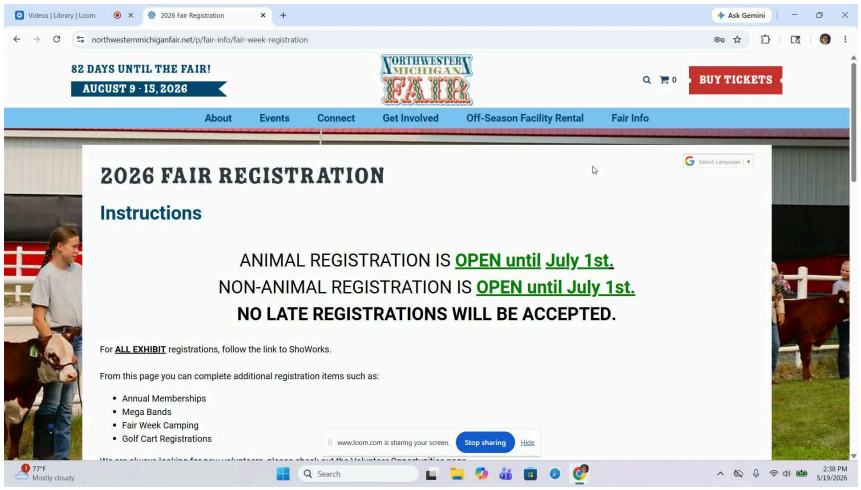
How to register for the Northwestern Michigan Fair Online

1. Access the Fair Registration Page



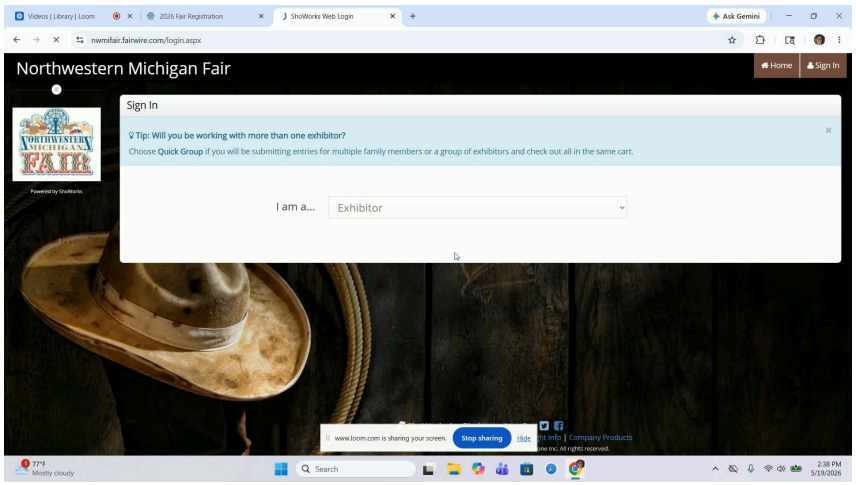
- Go to **northwesternmichiganfair.net**.
- Open the **Fair Info** tab.
- Select **2026 Fair Registration**.

2. Open the Exhibitor Registration Portal



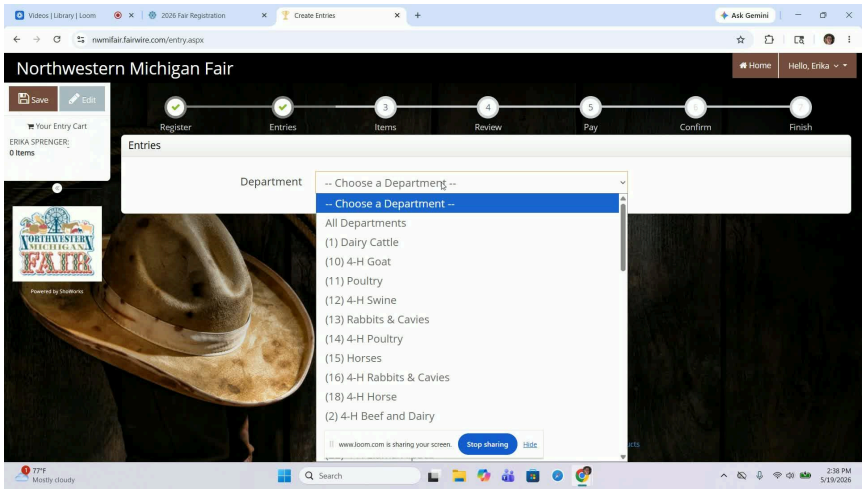
- Scroll to the **Exhibitor Registration** section.
- Click the **Show Works Online** link.

3. Choose the Correct Sign-In Option



- Sign in and choose whether you are registering:
  - **As an exhibitor**, or
  - **As a group**.
- If this is your **first time signing in for this year's fair**, select **I'm a New Exhibitor**.
- If you have **already registered or signed in earlier this year**, select **I have previously registered this year**.
- Use the option that matches your current registration status to avoid duplicate accounts or entries.

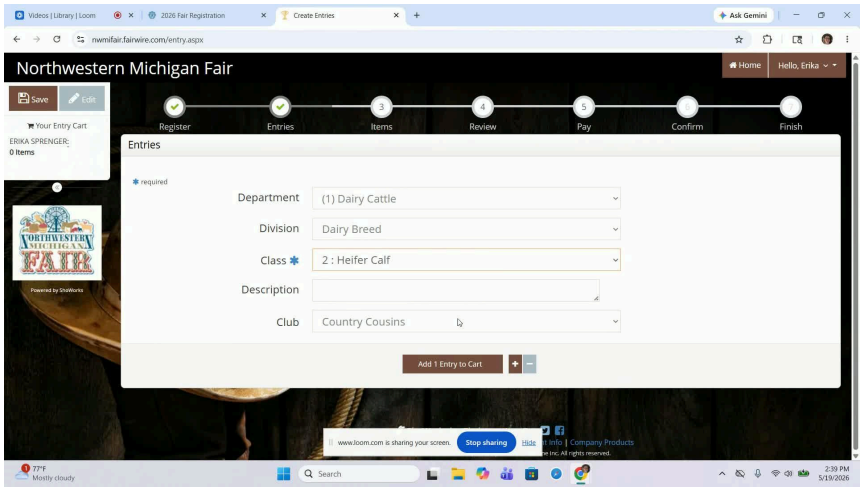
4. Create Your Entries



- Begin creating entries after signing in.
- Select your **department** first.
- Understand department naming:

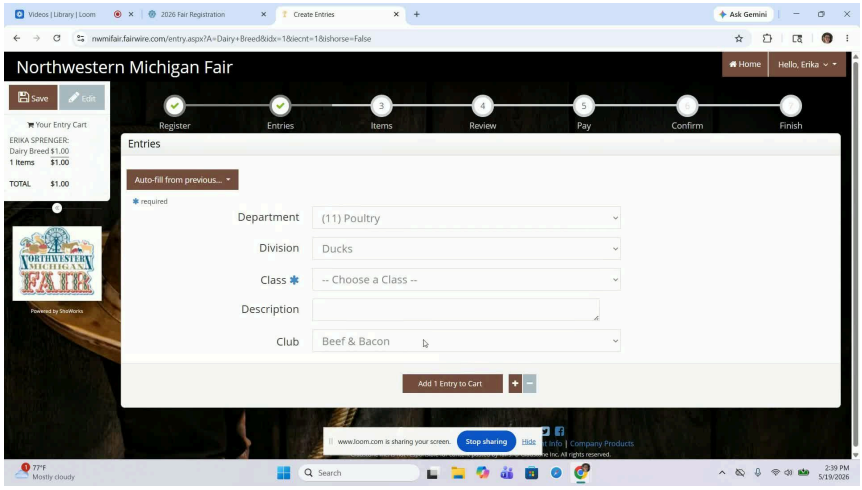
    - **Open Division** departments begin with the department number and then the department name.
    - **4-H** departments begin with the department number, followed by **4-H** and the department name.
- After choosing the department, select the **division** and then the **class**.

5. Confirm Club and Entry Details



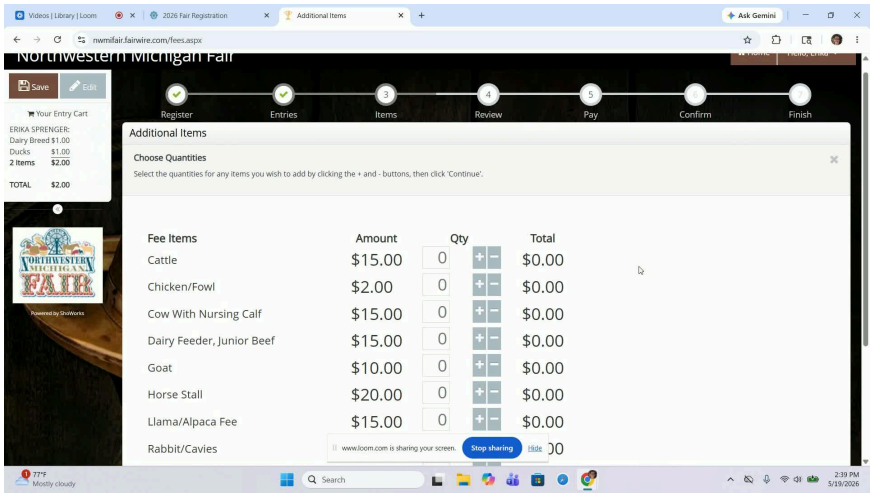
- If you are part of a **4-H club**, make sure the correct club is selected.
- Add as many animals or departments as needed.
- Review each entry carefully before moving forward to ensure all selections are accurate.

6. Skip Non-Registerable Classes



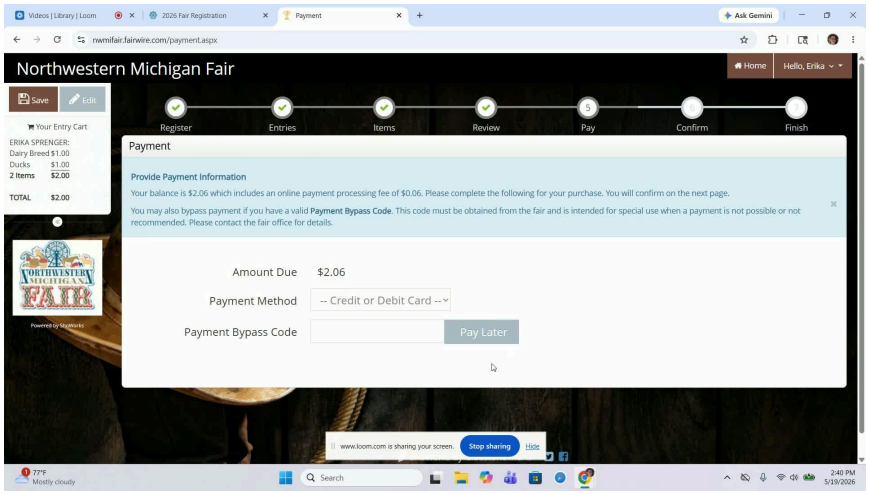
- Review class options for items labeled **Grand and Reserve Champion**.
- Do **not** register for these classes; they are determined by the judge.
- Also do **not** register for any class specifically marked **do not register**.

7. Review Cart and Add Required Fees



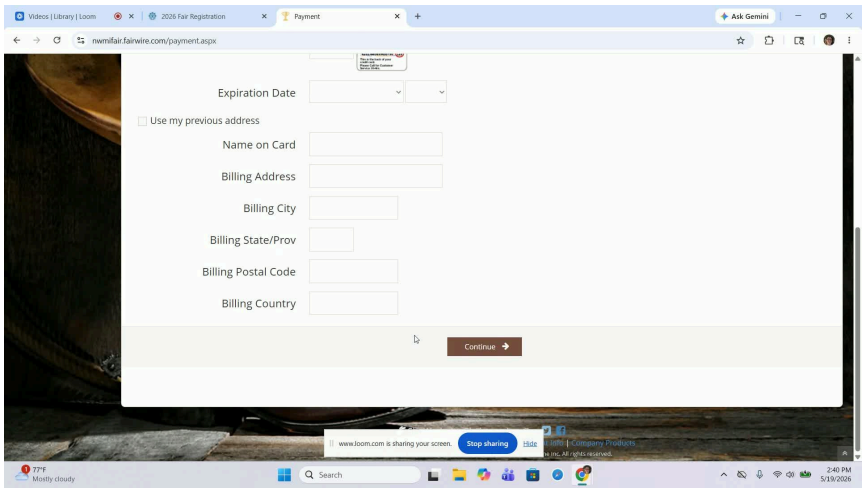
- After selecting all classes, continue to the cart.
- Make sure all required **pen fees** are selected.
- From this point, you may:
    - **Save your cart** to finish later,
    - **Edit your cart** to add more classes, or
    - **Continue to checkout**.

8. Complete Payment at Checkout



- Be aware that there is **no pay-later option**.
- Select a **credit card** payment method.
- Enter the required payment information at checkout.
- Submit payment to complete the registration process.

9. Save the Receipt and Finish Remaining Forms 2:35



- After registration is complete, save the **receipt** for future reference.
- Return to the **FAIRS website** and complete all remaining required forms, including:
    - **Animal health plan**
    - **Code of conduct**
    - **Hold harmless agreement**
- If needed, also register for:
    - **Campsite**
    - **Golf cart**
    - **UTV registration**

Cautionary Notes

- Do not register for classes labeled **Grand and Reserve Champion**; these are judge-selected.
- Do not register for any class marked **do not register**.
- There is **no pay-later option**; payment must be completed during checkout.
- Make sure you select the correct **department, division, class, and 4-H club** to avoid registration errors.
- Keep the receipt after checkout in case it is needed later.

Tips for Efficiency

- Have all exhibitor, club, and payment information ready before starting.
- Review department naming conventions before selecting entries to reduce mistakes.
- Save the cart if you need time to confirm additional classes or fees.
- Complete all required follow-up forms immediately after registration to avoid missing deadlines.
- Use the receipt as a reference if you need to verify completed entries or payments later.

Link to Loom

https://loom.com/share/d22eda4cb48e445eb3d520c72fe4c898