





2021 Cattle Fitting and Showmanship Contest Online Entry Instructions




Important Reminders

-  Entries must be entered and paid for online by September 3 to not incur late fees.
-  Read all rules prior to submitting entries at: www.tulsastatefair.com/livestockhandbook.





Step 1: Log On

-  Junior Show Parents/Exhibitors
 - Click **“1-Register”** located at the top left of the screen.
-  FFA Instructors and 4-H Extension Agents
 - Click **“Sign In”** at the top right to login as your club.



Step 2: Exhibitor Information

-  Type the exhibitor’s first and last name. **“Already Previously Registered”** if exhibitor submitted livestock show entries.
-  Enter password.
-  Verify all exhibitor information is correct and click continue.


Step 3: Create Entries

-  Select the department of livestock in which you are entering.
-  Select the division/breed of animal you are entering and all required information.
-  Junior Show Exhibitors: Animals that nominated must enter the **EXACT** way they were nominated. Check the nomination page on our website for a list of how the animals were nominated. (Validation number = Entry Number)
-  Open Cattle Show Exhibitors: *Fill in “stalling request” if you are bringing more than one breed of cattle. Choose the breed you prefer to be stalled with. If you need to be stalled with another exhibitor, list the exhibitor’s name and breed you wish to be stalled with.*


Step 4: Add Entries to Cart

-  After all information is entered correctly, click **“Add Entry to Cart”** to continue. At this point choose from three different options:
-  Select **“Continue”**.



Step 5: Additional Items

-  Choose any fee or pass that applies to the exhibitor.

Step 6: Review Cart

-  Review the entries you have submitted and select from the following options:
 - **“Add More Entries”** allows you to add more nominations for this particular exhibitor.
 - **“Save this Cart for Later”** allows you to return at a later time to complete.
 - **“Check Out”** allows you to complete the online entry process.




Step 7: Check Out

-  Enter your card information.
-  All entries must be paid for online.

Step 8: Confirm

-  Review your entries then type the word **“YES”** in the agreement box if correct. Then click **“Submit.”**

Step 9: Print Receipt

-  Print a receipt by clicking on **“Print a Detailed Receipt.”**
-  The receipt is the only invoice given and contains your confirmation number.
-  Tulsa State Fair recommends keeping a copy of the receipt for your records.

Step 10: Finish

-  After all receipts have been printed, click **“Finish”**. Your entries have been submitted once you hit finish.

Questions?

Please contact the Tulsa State Fair Livestock Office at: (918) 744-1113, ext. 2012.