

## Online Fair Entry Instructions

If you are not currently enrolled in 4-H Online, your email address will not work.

If you need help entering exhibits online, please call the 4-H office 801-399-8202.

1. Go to fair entry website:  
<https://utah4hreg.usu.edu/cf/>
2. Click on Instructions tab to get to this page:  
Please note... if you are not currently enrolled in 4-H Online, your email will not work.
3. Click here if this is your first time logging in this year or you have forgotten your password.



4. Enter your email and click the submit button.  
IF we have your email in our database you will be sent a temporary password (if we don't have your email please contact the 4-H office at 801-399-8202 to add it so you will be able to do this step).



5. Check your email for the temporary password sent to you, then login using your email and password.
6. Click on the Add Entries Tab. This is where you will input all indoor exhibits for your club members (this is for indoor exhibits only (do not add animals)).
  - a. Note: Please remember that all Cloverbuds (just finished grades K-2) should enter all exhibits under Class FD, Lot 1.
  - b. The number of items should be how many items need tags (e.g. A pajama set should have a tag for the top and the bottoms in case they get separated).