

HOW TO ENTER

The California State Fair has implemented ShoWorks, an on-line entry program. ShoWorks is an industry standard used by over 50 fairs nationally. This user-friendly program can be trusted to accurately enter you into our competitions and allows for efficient communications via e-mail. We are excited to have ShoWorks to better facilitate entering California State Fair competitions.

Take a moment to look through this Competition Handbook to see which competition your entry is eligible to compete in. Then follow the easy steps listed below to enter the competition you have chosen.

1. Before proceeding with an on-line entry, please visit our website at www.CAStateFair.org and download the Competition Handbook located under "Participate", then "2015 Competitions". Find your specific competition and click on more information. Click "Enter Online" to start your entry process. Note that sessions expire after 20 minutes of inactivity, so "save the cart" if you plan on leaving the computer for more than 20 minutes.
2. Everyone must register as a new exhibitor when logging in.
3. When logging in for the first time, please do the following:
 - 1) Click on #1 "Register"
 - 2) Type in "First Name"
 - 3) Type in "Last Name"
 - 4) Click on "I am a new exhibitor" and click continue
 - 5) Create a password when registering for the first time. Remember your password as this will allow you access for future sessions. Complete the New Exhibitor Fields and click "Continue". When entering information, fields with a BLUE STAR are required. If a field/box does not apply to you, please type "NA". If pending, please type "PENDING". Please follow the directions as they should help lead you through the process.
4. Review Exhibitor Information and click Continue.
5. Choose a Department (ie. Junior Beef, Market Steer, Dairy Goats)
6. Choose a Division (i.e. Junior Angus Show, Junior Holstein Show, etc)
7. Select a Class from the Drop down menu.
8. Complete Exhibit Information.
9. Make sure to include the organization associated with the entry. If organization is not listed, select *Organization Not Listed.
10. Click Add Entry To Cart
11. If you only have 1 entry click Continue
If you have another entry in the same department, click Add Similar Entry and follow above steps
If you have another entry in another department click Add Different Entry (ie. photo & cookies) and follow above steps
12. Once your entry(s) are entered, an Additional Items screen will appear. Add quantity for chutes, tables, and generator permits. Click Continue
13. Review Your Cart and choose an option below:
 - 1) Add more entries
 - 2) Empty Cart

- 3) Save For Later (entries and fees must be paid and submitted by entry deadline)
- 4) Checkout
14. Once you click Checkout it will take you to the Payment Screen. Select Payment method: Visa or Mastercard. Entry fees **MUST** be paid on-line with a Visa or Mastercard. No checks accepted. Entries fees are non-refundable. Enter credit card information and click Continue.
15. Confirm: your entries are not submitted until you type YES in the box and click submit.
16. Summary: Print the Detailed Receipt Summary by clicking the Detailed Receipt Button. As a Junior Livestock Exhibitor, you **MUST** print the Detailed Receipt and return to the California State Fair Livestock Office.
17. If entering Junior or Open Livestock, Fur & Feathers, Ag Mechanics or County Fair Best of Show print 2 copies of the **Detailed Receipt**. Keep one copy for your personal records and one copy is to be signed and mailed to the California State Fair, Entry Department, PO Box 15649, Sacramento, CA 95852 or fax to (916)263-7914 or e-mail to entryoffice@calexpo.com . **Entries entered in the above listed competitions are not considered valid until the Detailed Receipt is received.** County Fair Best of Show exhibitors will also need to acquire their qualifying fair manager's signature on the Detailed receipt.
18. For questions/concerns: entryoffice@calexpo.com or (916)263-3149.
19. We look forward to your participation at the California State Fair!