



Iowa State Fair FFA Exhibitor Help Sheet

Iowa State Fair FFA Entries Website: <https://iowaffa.fairwire.com>



Entries How-to-guide:

Online entry is due **July 1**.

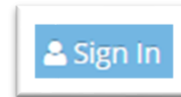
All exhibitors with entries must have an account and submit entries, including double nominated animals between siblings. Animals that were double nominated can only be entered/shown by one exhibitor.

YQCA number must be provided by July 1 for all livestock exhibitors.

ShoWorks Entry Instructions – Nominated Animals:

Be sure to read the Welcome page before signing in.

Step 1 – Select ‘Sign In’ located in the upper right-hand corner of the screen.



Step 2 – Choose Exhibitor as the type in the dropdown menu.

I am a...

Step 3 – Enter the First Name and Last Name, then select ‘I have previously registered this year’ and enter the password created for your account at nomination.

Step 4 – Click ‘Edit Information’ if you need to make changes or updates to your contact information. Click ‘Information is correct, continue’.

- YQCA certification is required for all exhibitors with livestock entries. (must be provided by July 1)

Department

Division

Class *

Validation Number *

Club *

Step 5 – Select the Department, division and class from the dropdown menus. Use the validation number list to choose the correct animal. Click ‘Add Entry to Cart’.

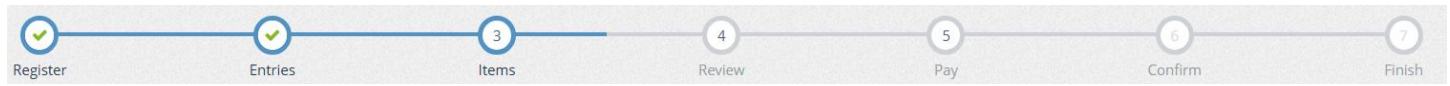
List of validation numbers is available from your Advisor or on the Iowa State Fair website at <https://www.iowastatefair.org/>.

- Each validation number corresponds to a nominated animal.
 - Substitutions are allowed at check-in as long as the subbed animal was properly nominated and is eligible for the class.
- Please read the Special Instructions at the top of the screen for guidelines and useful tips.

Step 6 – From your cart screen, you can add more entries, edit cart, finish later or proceed to check out.

- You can edit your entry/item by clicking the yellow pencil or remove an entry/item by clicking the red 'x'.
- Remember to save your cart** or any changes/additions will be lost.
- Cart must be submitted by July 1.** You are able to submit multiple times up until the entry deadline.

Step 7 – The Items (3) menu is for additional fees. Please add quantities and click Continue.



limits to the quantity allowed apply to this item

Fee Items	Amount	Qty	Total
Admission: Daily Adult (12+) Ticket	\$11.00	0	\$0.00
Admission: Daily Child (6-11) Ticket	\$7.00	0	\$0.00
Admission: Wristband <small>good for admission entire Fair, non-transferable</small>	\$121.00	0	\$0.00
▲ Parking: Aug 13 <small>limit 2 per day</small>	\$10.00	0	\$0.00
▲ Parking: Aug 14 <small>limit 2 per day</small>	\$10.00	0	\$0.00
▲ Parking: Aug 15 <small>limit 2 per day</small>	\$10.00	0	\$0.00
▲ Parking: Aug 16 <small>limit 2 per day</small>	\$10.00	0	\$0.00
▲ Parking: Aug 17 <small>limit 2 per day</small>	\$10.00	0	\$0.00
▲ Parking: Aug 18 <small>limit 2 per day</small>	\$10.00	0	\$0.00
▲ Parking: Aug 19 <small>limit 2 per day</small>	\$10.00	0	\$0.00
▲ Parking: Aug 20 <small>limit 2 per day</small>	\$10.00	0	\$0.00
▲ Parking: Aug 21 <small>limit 2 per day</small>	\$10.00	0	\$0.00
▲ Parking: Aug 22 <small>limit 2 per day</small>	\$10.00	0	\$0.00
▲ Parking: Aug 23 <small>limit 2 per day</small>	\$10.00	0	\$0.00
FFA: Farm Crops Department Fee <small>1 REQUIRED per Farm Crops exhibitor</small>	\$5.00	0	\$0.00
FFA: Floriculture Department Fee <small>1 REQUIRED per Floriculture exhibitor</small>	\$5.00	0	\$0.00
FFA: Horse Per Head Fee <small>REQUIRED for Horse exhibitors</small>	\$25.00	0	\$0.00
FFA: Horticulture Department Fee <small>1 REQUIRED per Horticulture exhibitor</small>	\$5.00	0	\$0.00

Admission tickets, parking passes and exhibitor fees can also be added to your purchase.

Purchased admission tickets and parking passes will be mailed to the address in the exhibitor profile.

Horse exhibitors are required to add the per horse fee.

Step 8 – Upon submitting cart, a message box will appear for final verification of entries and agreement. Type YES (all caps) in the box and click 'Submit'.

Step 9 – Payment must be submitted by credit card.

Step 10 – Entry is complete. You can print a detailed receipt from this screen. Verify your email address then select Finish. A confirmation email will be sent within a few minutes.

- Review your confirmation email and contact the Entry Office immediately if you find any errors.
- Additional entries may be submitted until July 1.
- It is recommended to notify your Advisor when you submit entries so they can approve them in the chapter's account.

ShoWorks Entry Instructions – Nomination was not required:

Be sure to read the Welcome page before creating an account.



Step 1 – Select ‘Sign In’ located in the upper right-hand corner of the screen.

Step 2 – Choose Exhibitor as the type in the dropdown menu.

I am a...

Step 3 – To create an account, enter the exhibitor First Name and Last Name, then select ‘I am a new exhibitor or have yet to register this year.’ *

First Name

Last Name

- The system only allows one exhibitor for each First Name/Last Name combination. If you get the Error Message “Name Exists” the exhibitor name ‘Rosetta Rosette’ is already registered.

or sign in using ShoWorks Passport

It's free and lets you securely keep your information and entries **year-to-year** and reuse across different fairs and shows. Get instant notifications when it's time to show or 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...](#)

I am a new exhibitor or have yet to register this year I have previously registered this year

- You may either attempt to log in as this person by supplying the correct password or create a new exhibitor using a different name (such as adding a middle initial in the First Name). Please also check with your Chapter Advisor that they have not already created an account for you. Once you have saved or submitted a cart for this exhibitor, the account will be saved.
- The next time you log in, enter the First Name and Last Name, then select ‘I have previously registered this year’ and enter the password created for your account.
- * If the exhibitor entered last year, the First Name/Last Name has been preloaded into the system. You will need to contact your Advisor for the password; or you can select Forgot Password, and a link will be sent to the email address on file.
 - You will need to use the same First Name/Last Name combination as last year. Your Advisor has a list.
 - Once you have typed in the First Name/Last Name and password, select ‘This exhibitor has been previously registered.’

Step 4 – Fill in the exhibitor contact information, then click Continue.

First Name
Last Name
Address
Address 2
City
State/Prov
Postal Code
County Include the County of the chapter (Polk, Dallas, Warren, etc.).
Phone
e-mail
School
Exhibitor Date of Birth
Farm Name (if Open) Farm Name will help with Open Class stalling requests if the exhibitor is also entering Open shows
OriginAddress (pigs)
YQCA # YQCA certification is required for all exhibitors with livestock entries. (must be provided by July 1)
Shirt Size

Step 5 – Select the Department, division and class from the dropdown menus. Provide the required information then click Add Entry to Cart.

Department
Division
Class *
Club *

Use the + to add the number of entries desired for Farm Crops, Floriculture and Horticulture, then click 'Add # of Entries to Cart'.

Please read the Special Instructions at the top of the screen for guidelines and useful tips.

Step 6 – From your cart screen, you can add more entries, edit cart, finish later or proceed to check out.

- You can edit your entry/item by clicking the yellow pencil or remove an entry/item by clicking the red 'x'.
- **Remember to save your cart** or any changes/additions will be lost.
- **Cart must be submitted by July 1.** You are able to submit multiple times up until the entry deadline.

Step 7 – The Items (3) menu is for additional fees. Please add quantities and click 'Continue'.

⚠ limits to the quantity allowed apply to this item

Fee Items	Amount	Qty	Total
Admission: Daily Adult (12+) Ticket	\$11.00	0	\$0.00
Admission: Daily Child (6-11) Ticket	\$7.00	0	\$0.00
Admission: Wristband <small>good for admission entire Fair, non-transferable</small>	\$121.00	0	\$0.00
⚠ Parking: Aug 13 <small>limit 2 per day</small>	\$10.00	0	\$0.00
⚠ Parking: Aug 14 <small>limit 2 per day</small>	\$10.00	0	\$0.00
⚠ Parking: Aug 15 <small>limit 2 per day</small>	\$10.00	0	\$0.00
⚠ Parking: Aug 16 <small>limit 2 per day</small>	\$10.00	0	\$0.00
⚠ Parking: Aug 17 <small>limit 2 per day</small>	\$10.00	0	\$0.00
⚠ Parking: Aug 18 <small>limit 2 per day</small>	\$10.00	0	\$0.00
⚠ Parking: Aug 19 <small>limit 2 per day</small>	\$10.00	0	\$0.00
⚠ Parking: Aug 20 <small>limit 2 per day</small>	\$10.00	0	\$0.00
⚠ Parking: Aug 21 <small>limit 2 per day</small>	\$10.00	0	\$0.00
⚠ Parking: Aug 22 <small>limit 2 per day</small>	\$10.00	0	\$0.00
⚠ Parking: Aug 23 <small>limit 2 per day</small>	\$10.00	0	\$0.00
FFA: Farm Crops Department Fee <small>1 REQUIRED per Farm Crops exhibitor</small>	\$5.00	0	\$0.00
FFA: Floriculture Department Fee <small>1 REQUIRED per Floriculture exhibitor</small>	\$5.00	0	\$0.00
FFA: Horse Per Head Fee <small>REQUIRED for Horse exhibitors</small>	\$25.00	0	\$0.00
FFA: Horticulture Department Fee <small>1 REQUIRED per Horticulture exhibitor</small>	\$5.00	0	\$0.00

Admission tickets, parking passes and exhibitor fees can also be added to your purchase.

Purchased admission tickets and parking passes will be mailed to the address in the exhibitor profile.

Farm Crops, Floriculture and Horticulture exhibitors are required to add the department fee.

Step 8 – Upon submitting cart, a message box will appear for final verification of entries and agreement. Type YES (all caps) in the box and click Submit.

Step 9 – Payment must be submitted by credit card.

Step 10 – Entry is complete. You can print a detailed receipt from this screen. Verify your email address then select Finish. A confirmation email will be sent within a few minutes.

- Review your confirmation email and contact the Entry Office immediately if you find any errors.
- Additional entries may be submitted until July 1.
- It is recommended to notify your Advisor when you submit entries so they can approve them in the chapter's account.

Iowa State Fair - FFA Department - PO Box 57130 - Des Moines, IA 50317
515-262-3111 x246 or ffa@iowastatefair.org