

TO: Butler County 4-H & FFA Families
FROM: Charlene Miller, CEA Ag/Extension Director & Anna McLaughlin, Office Professional
Miranda Depenbusch & Luke Guynn, Bluestem FFA Advisors, Karlea Clark, Flinthills FFA Advisor
DATE: May 26th, 2023
RE: 2023 Fair Pre-Entry Procedures for ALL PROJECTS

Dear 4-H & FFA Families,

I hope you are as excited for the 2023 Butler County Fair as we are ... **but FIRST** ... PRE-ENTRIES!
Here is what you need to know – **please read carefully!**

- **ALL projects will require online pre-entry; pre-entries are due by 11:59 PM on June 23rd.** The pre-entry website will close at midnight. **NO LATE ENTRIES WILL BE ACCEPTED!**
 - Pre-entries will be done at <http://butlerks4h.fairentry.com>
 - 4-H Members must sign in with their 4-H Online Account
 - FFA Members must create a new account separate of 4-H Online
 - If your 4-H'er is not enrolled in a project, you will not be able to enter it in the Fair
 - All forms, information, and help videos can be found at <https://www.butler.k-state.edu/4hfair/Fair%20Forms.html>
 - Make sure you make an entry for **EVERY** project!
- **It is your responsibility to check the 4-H/FFA Fair division rules for guidance, make sure your 4-H'er is enrolled in the right projects, and has completed any and all necessary forms and training by their respective due dates.**
 - To double-check your 4-H'ers enrollment, log into 4-H Online and look at their projects. Project enrollment to participate in the Butler County Fair was due by May 1st.
 - The 4-H fair division rules are online at: butler.k-state.edu/4hfair/
- **Livestock Exhibitors** – If you tagged an animal, you will be required to enter their tag number.
 - If you family nominated –Enter all animals between the 4-H'ers/FFA Members as necessary. **Each 4-H'er /FFA Member that plans to exhibit at the fair, must have at least one animal entered under their name.** For example, if you nominated 4 head, you will only make 4 entries between your 4-H'ers. We can move the animal to your appropriate child at check-in if necessary. **DO NOT make double entries for each animal – you can only enter 2 breeding and 2 market animals per division, per exhibitor.**
 - If you have dual nominated animals, you will be required to declare if they are breeding or market at this point.
- **Public Speaking and Fashion Revue/Clothing Construction-** You must pre-enter online, but following the pre-entry deadline, everyone who entered will receive an email with their scheduled times.
- **Entry Cards for Static Exhibits** – All entry cards will be printed off this year for 4-H/FFA divisions from the pre-entries. **Cards will be available for pick-up at our Extension Office beginning July 5th. Any cards not picked up prior to Fair will be available in the Extension Office and must be picked up prior to your judging event!**

If you have any questions regarding pre-entry in the 4-H/FFA Divisions, please direct your questions to the Butler County Extension Office or your respective FFA Advisors. Our Extension Office phone number is 316-321-9660. If you need computer access to do the online entries, please call the office to schedule a time to come by (M-F, 8a-5p). We are happy to help you!