

Signing Up  
With  
FairEntry

Start by going to [gcffy.fairentry.com](http://gcffy.fairentry.com) and this page should appear.



The screenshot shows the top of the registration page. On the left is the logo for the 2025 Gratiot County Fair For Youth, featuring a green arch with the text "GRATIOT CO. FAIR FOR YOUTH" and "July 12 - July 19, 2025" below it. To the right of the logo, the text reads "2025 Gratiot County Fair For Youth". Below this, it says "Registration is currently **Open**" with "Open" in a green box. Further down, it lists "Registration dates: 1/24/2023 - 6/1/2025" and "Exceptions may apply - View Details". Below the logo is a "View Public Results" button. To the right of the logo is a "FairEntry Exhibitor, Staff Sign-In" section with a "FairEntry" logo, an "Email" input field, a "Password" input field, a "Sign In with FairEntry" button, and links for "Forgot your password?" and "Create a FairEntry account".

You will then need to create a FairEntry account if you don't already have one. Or you can login using your login information from the prior year. Once you login you will find yourself on this screen.

## 2025 Gratiot County Fair For Youth



## Welcome!

We noticed you haven't yet registered for the fair.

[Go To Dashboard](#)

[Begin Registration](#) →

Click on "Begin Registration" and then it will take you to this screen. Click on "Individual".



The screenshot shows a progress bar for the 2025 Gratiot County Fair For Youth registration. The bar is blue with the text "2025 Gratiot County Fair For Youth" on the left and "Reeves" with a dropdown arrow on the right. Below the bar are three steps: "Exhibitors" (highlighted in green), "Entries", and "Payment". To the right of the "Payment" step is a price tag of "\$0.00".

Do you want to register an **Individual**?

[Individual](#)

The box shown on the next page is what will appear next. You can either select from an existing exhibitor or create an exhibitor from scratch. The blacked-out line will show the exhibitor's birthdate and age if it is existing.

The screenshot shows a modal window titled "New Individual Exhibitor". At the top, it says "Select an Existing person to continue...". Below this is a list of existing persons, with one entry visible: "Reeves, Hannah" next to a grey profile icon. Below the list is a separator "- OR -" and a button with a plus sign that says "Create an Exhibitor From Scratch". At the bottom right of the modal are two buttons: "Cancel" and "Continue".

\*\*\*If you have to create an exhibitor from scratch the following box will appear. Please type the exhibitors name in the following format....John Smith...NOT john smith or JOHN SMITH. We pull this info for the sale bill and are trying to get it uniform to be able to get the sale bill completed quicker. Thank you in advance!

The screenshot shows a modal window titled "New Individual Exhibitor" with a form to create a new exhibitor. The form has five fields: "First Name (Required)", "Last Name (Required)", "Birthdate (Required)" with a calendar icon, "County (Optional)" with a dropdown arrow, and "Grade (Optional)" with a dropdown arrow. At the bottom right of the modal are two buttons: "Cancel" and "Continue".

\*\*\*If you are registering an existing exhibitor you can click on the exhibitor's name and click "Continue".

The screen on the following page will then appear. Please complete the required fields for Contact Info, Address, Questions and Review.

For the address, please put the address that you would like the exhibitor's fair check to be mailed to. Again, please fill the address out in the following format:

701 S Lincoln Ave

Alma, MI 48801

Exhibitors | Entries | Payment | \$0.00

Reeves, Hannah #6 [Delete this Exhibitor]

1 Personal Details | 2 Contact Info | 3 Address | 4 Questions | 5 Review

**Contact Info**

Home Phone Number (Required): 989-466-5071  
Format: ###-###-#### or #####

Email Address (Optional): info@gcffy.org  
Format: name@website.com

Cell Phone Number (Optional):  
Format: ###-###-#### or #####  
Specify your cell phone number (and cell phone provider) if you want to receive SMS Text messages about your FairEntry records.

Cell Phone Carrier (Optional): Verizon

Continue

When you get to #4 that is the Questions area please follow the instructions here closely!

Exhibitors | Entries | Payment | \$0.00

Reeves, Hannah #6 [Delete this Exhibitor]

1 Personal Details | 2 Contact Info | 3 Address | 4 Questions | 5 Review

**Questions**

1. Parents Name for Sale Bill \*Required

2025 Fair Release  
2025 Fair Book

3. I have read the fair release and fair book in their entirety and check these boxes to acknowledge this statement is true. \*Required

2025 Fair Release  
 2025 Fair Book

Continue

For “Parents Name for Sale Bill” we pull this information from what is typed in here. Please do not use all lowercase or all uppercase letters. Here are a few examples of how you can complete this box.

Married = Jack & Jill Smith

Together but not married = Jack Smith & Jill Johnson OR Jack Smith & Jill Smith (however the situation is)

Split family but remarried = Jack & Bonnie Smith, Clyde & Jill Jones

## 2025 Fair Release

## 2025 Fair Book

For this part it is VERY important that the exhibitor and parents read both of these. When you click on the 2025 Fair Release a pdf document will open. When done reading you can select the back button to get back to Fair Entry. When you click on 2025 Fair Book our website will open up to the Fair Book and Exhibitor Schedule. I recommend copying and pasting the link into a separate window. Read through it

thoroughly. It is your instruction manual on how to exhibit at GCFFY. Click the back button to return to Fair Entry. Once you have read through both items you are ready to check both boxes and hit Continue.

**3. I have read the fair release and fair book in their entirety and check these boxes to acknowledge this statement is true.**

\*Required

- 2025 Fair Release
- 2025 Fair Book

Continue →

You will then be asked to review the exhibitor's information and your screen should look similar to this.

2025 Gratiot County Fair For Youth Reeves -

Exhibitors Entries Payment \$0.00

Reeves, Hannah #6

[Delete this Exhibitor](#)

Personal Details ✓ Contact Info ✓ Address ✓ Questions ✓ Review 5

Please review the exhibitor registration. [Continue to Entries →](#)

Personal Details <span>Edit</span>	
First Name	Hannah
Last Name	Reeves
Birthdate	[REDACTED]
Gender	

Contact Info <span>Edit</span>	
Email	info@gcffy.org
Home Phone	989-466-5071
Cell Phone	
Cell Phone Carrier	Verizon

Address <span>Edit</span>	
701 S. Lincoln Ave. Alma, MI 48801	

Additional Questions <span>Edit</span>	
1. Parents Name for Sale Bill [REDACTED]	
<a href="#">2025 Fair Release</a> <a href="#">2025 Fair Book</a>	
3. I have read the fair release and fair book in their entirety and check these boxes to acknowledge this statement is true.	
<ul style="list-style-type: none"><li><input type="checkbox"/> 2025 Fair Release</li><li><input type="checkbox"/> 2025 Fair Book</li></ul>	

Please review that all the information you entered is correct and that the lettering is completed how it was instructed to do so. If everything looks good click "Continue to Entries".

The screen on the next page will appear. If you have more kids within the family to register you can click "Register another Exhibitor". If you only have one exhibitor to register you can go one of two ways. Continue to Payment or Add an Entry. I will give you both routes from the screen shown on the next page.

There are 0 entries belonging to 1 exhibitor in this invoice.

[+ Register another Exhibitor](#)

Everything looks good!

[➔ Continue to Payment](#)

 Reeves, Hannah  
0 Entries [+ Add an Entry](#)

If you choose to “Continue to Payment” you will come to this screen and see the \$10 charge. It is \$10 per exhibitor, one time, to exhibit at GCFY.

2025 Gratiot County Fair For Youth Reeves ▾

Exhibitors > Entries > Payment \$10.00

1 Review      2 Payment Method      3 Confirm

Invoice		Summary	Detail
Individual Exhibitor: Hannah Reeves		\$10.00	
		<b>Total: \$10.00</b>	

[Continue ➔](#)

Select Continue. The next screen will ask you to add a credit card which will result in this next screen.

New Credit Card

[Autofill link](#)

[Cancel](#) [Save](#)

Credit Cards [+ Add a Cre](#)

You will type your credit card number in the circled area. It is a little hard to see but if you click on “Card number” you can start typing it in. The expiration date will go in the next circled area shown above.



**One last step!**  
Agree to the terms below and press submit.

**After you Submit**

- Records will be locked to editing awaiting manager approval
- Your credit card will not be charged until a manager approves the records
- If the manager does not approve all the records, the amount charged to the credit card may be less than the amount cited here.

**Agree to Terms**

**RELEASE, INDEMNIFICATION AND HOLDHARMLESS AGREEMENT**

In consideration of participating in all events, shows, sales and programs, and for other good and valuable

**Payment Total**

**\$10.00**

⚠ Payment method not selected

After you put in your credit card info the screen above will appear. Since I did not input card info to be able to show the other route mentioned before, that is why I have the red box stating payment method not selected. In order to have the registration go through you must hit the SUBMIT button! You should receive a confirmation email after you click SUBMIT.

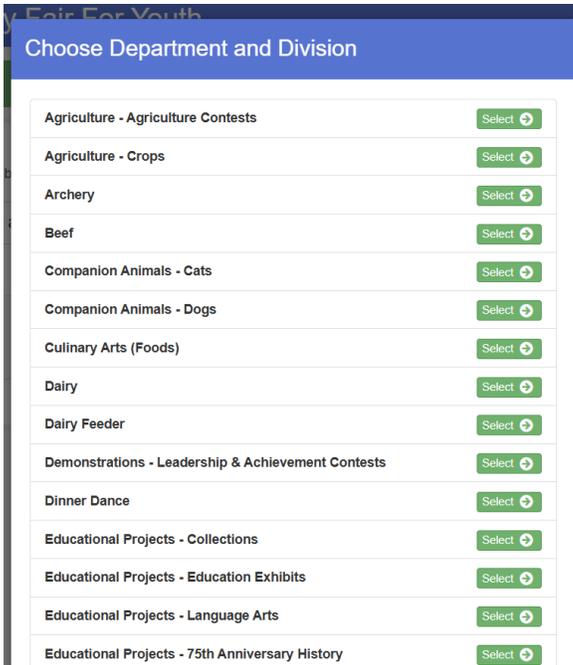
\*\*\*If you were at the screen shown below and want to add an entry instead of continuing to payment please follow to get entries added in before paying.

There are 0 entries belonging to 1 exhibitor in this invoice.

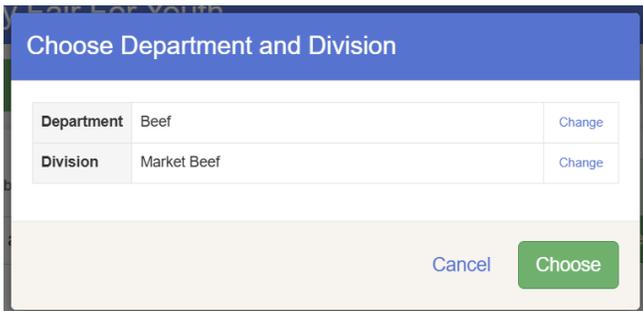
Everything looks good!

**Reeves, Hannah** 0 Entries

Click on Add Entry. Then a long list will appear that you can scroll through. Please see below. You will choose your department first. For this example, we will use “Beef”. Then click “Select”.



Then the next list you will choose your division. For this example, we will use “Market Beef” and click “Select”. The box below will appear. Click “Choose”.



Now you should see the below image as your screen.

### Create One or More Entries

Exhibitor: Hannah Reeves Individual

Department / Division: Beef / Market Beef

Make your Club, Animal, and Class selections to continue.

Club Change

No Club (Open)

When entering into an Open Class, your club selection will be treated as No Club (Open).

Class or Classes

045: Market Beef

046: Market Dairy Beef

Animal(s) Import Animal From 4HOnline Add Animal

Allowed Animal Types:

- Beef Cattle

Enter a single animal

Enter a pen of animals

I will specify animal(s) later

Under Club, please select your 4-H club if you are part of one. If you're an open exhibitor or with an FFA group please select one of those options. Then check if you are signing up for Market Beef or Market Dairy Beef. The class numbers at this point may really show 100 for Market Beef and 101 for Market Dairy Beef. That is okay. For my example I am on Open exhibitor and signing up for Market Beef.

Next you will need to add your animal(s). Click on "Add Animal".

Exhibitor	Hannah Reeves <small>Individual</small>
Department / Division	Beef / Market Beef

Make your Club, Animal, and Class selections to continue.

Club <span>Change</span>	Class or Classes
OPEN Exhibitors <small>Other</small> <small>When entering into an Open Class, your club selection will be treated as No Club (Open).</small>	<input checked="" type="checkbox"/> 045: Market Beef <input type="checkbox"/> 046: Market Dairy Beef

Animal(s) <span>Import Animal From 4HOnline</span> <span>Add Animal</span>
<small>Allowed Animal Types:</small> <ul style="list-style-type: none"><li>Beef Cattle</li></ul> <input checked="" type="radio"/> Enter a single animal <input type="radio"/> Enter a pen of animals <input type="radio"/> I will specify animal(s) later

If there is more than one immediate family member that could use the animal you will need to select the exhibitor's name for "Animal Owner". Then at the next drop down for "Animal Type" select "Beef Cattle".

First you will just see the screen below before you enter in the Animal Owner and Animal Type.

Add Animal from Scratch	
Animal Owner	Reeves, Hannah <small>▼</small>
Animal Type	Beef Cattle <small>▼</small>

Then once you fill those two in you will get a large screen needing more info as shown on the next page.

## Add Animal from Scratch

Animal Owner:

Animal Type:

**i** These are the animal types allowed in the *Market Beef* Division.

---

RFID Number \*

Colors And Markings \*

County Raised

Tag \*

Tattoo

Cancel
Save

RFID Number is the 840 circular tag that typically comes from the animal as it is its original premises ID. If the animal does not have that it is recommended to call the person you got it from and ask for one. If they aren't able to provide then please reference the Fair Book for an alternative number to call and get one.

Colors and markings are of the animal.

Tag is the GCFFY tag number. The tags can be purchased in the fair office and are \$3 each. This tag needs to be present in at least one photo of the animal. Which we will cover shortly.

Once the info is complete click Save. Then Continue...unless you have another animal to add. Then you will repeat and not hit Continue until all animals are entered.

Below where it's circled you can see that I now have an animal added.

Make your Club, Animal, and Class selections to continue.

Club Change

OPEN Exhibitors Other

**i** When entering into an Open Class, your club selection will be treated as *No Club (Open)*.

Class or Classes

045: Market Beef

046: Market Dairy Beef

---

Animal(s) Import Animal From 4HOnline Add Animal

**i** Allowed Animal Types:

- Beef Cattle

Enter a single animal

Enter a pen of animals

I will specify animal(s) later

Reeves, Hannah

100

Once you click “Continue” another screen will pop up for you to review your entries. If everything looks good click “Create Entries”.

You may get the screen below indicating that you need to edit an entry as it states it is Incomplete. Don’t worry! Click on “Review/Complete Outstanding Records” to see what the issue.

The screenshot shows the top navigation bar for the 2025 Gratiot County Fair For Youth, with the name 'Reeves' on the right. Below the bar are three progress steps: 'Exhibitors' (completed), 'Entries' (active), and 'Payment' (disabled). A total amount of '\$10.00' is displayed on the right. A message states 'There is 1 entry belonging to 1 exhibitor in this invoice.' Below this is a button to '+ Register another Exhibitor'. A blue callout box contains the text 'There is 1 item that needs your attention' with a star icon and a button to '+ Review/Complete Outstanding Records'. The entry details for 'Reeves, Hannah' (1 Entry) are shown, with a red 'Incomplete' tag next to the entry number '#1'. The entry details include: Department: Beef, Division: Market Beef, Class: 045: Market Beef, and Allow Public Viewing: Yes (In-Person 100). An 'Edit' button is visible.

Since we have not uploaded any photos of the beef animal yet that is our issue causing the entry to be Incomplete.

This screenshot shows the 'Entry Files' section for the same entry. The progress bar at the top indicates 'Club/Chapter' and 'Animals' are completed, while 'Files' is the current step (3). The 'Entry Files' section contains two required fields: 'Photo with tag visible and readable' and 'Side Profile Photo'. Both fields show 'No file uploaded' and a 'Select File' button. Below each field are icons for supported file formats: pdf, gif, jpg, png, and tiff. A 'Delete this Entry' button is visible on the left side of the entry details.

Go ahead and click on “Select File” and upload a picture of your animal with the GCFFY tag visible and readable then also a side profile of your animal. Once that is completed click “Continue”. At this time, you can Continue to Payment or Add another Entry via the screen below. Let’s add another Entry for Showmanship, Record Book and Skills.

The screenshot shows the 'What do you want to do next?' screen. On the left, the entry details for 'Reeves, Hannah' are repeated. The main area contains three options: '+ Add another Entry', '+ Register another Exhibitor', and a green button to '+ Continue to Payment'. A green message at the bottom states 'Everything looks good!'.

Choose Department and Division

Department	Beef	Change
Division	Market Beef	Change

Cancel Choose

To get to another Division you must click on “Change” that is I have circled in the image above. This is what you will want to click to stay within the Beef Department but sign up for other beef classes. Then the list of beef classes will appear again.

Choose Department and Division

Department	Beef	Change
------------	------	--------

Beef Breeding Stock - Angus	Select
Beef Breeding Stock - Any other recognized Breed	Select
Beef Breeding Stock - Crossbred	Select
Beef Breeding Stock - Hereford	Select
Beef Breeding Stock - Shorthorn	Select
Beef Breeding Stock - Maine	Select
Beef Breeding Stock - Maine Tainer	Select
Beef Breeding Stock - Simmental	Select
Beef Showmanship, Record Book, Skillathon & Skills Test and Lab	Select
Gratiot County Born Steer Futurity	Select
Market Beef	Select
Pee wee Beef	Select

Since we already signed up for Market Beef it is required that we sign up for Showmanship and Record Book. Click “Select” for the line that is circled above. Then click “Choose” on the next screen that pops up.

You can select more than one of the classes to sign up for on the same screen. Just make sure you stay consistent if you’re a Junior select the Junior option. The screen example is shown on the next page.

<b>Exhibitor</b>	Hannah Reeves <span>Individual</span>	<a href="#">Change</a>
<b>Department / Division</b>	Beef / Beef Showmanship, Record Book, Skillathon & Skills Test and Lab	<a href="#">Change</a>

Make your Club and Class selections to continue.

[Continue](#)

<p><b>Club</b> <a href="#">Change</a></p> <p>OPEN Exhibitors <span>Other</span> (Selected Previously)</p> <p><b>i</b> When entering into an Open Class, your club selection will be treated as <i>No Club (Open)</i>.</p>	<p><b>Class or Classes</b></p> <p><input type="checkbox"/> 058: Senior Beef Skills Test &amp; Lab (15-19)</p> <p><input type="checkbox"/> 059: Intermediate Beef Skills Test &amp; Lab (12-14)</p> <p><input checked="" type="checkbox"/> 060: Junior Beef Skills Test &amp; Lab (8-11) <span>Quantity: 1</span></p> <p><input type="checkbox"/> 061: Senior Beef Skillathon (15-19)</p> <p><input type="checkbox"/> 062: Intermediate Beef Skillathon (12-14)</p> <p><input checked="" type="checkbox"/> 063: Junior Beef Skillathon (8-11) <span>Quantity: 1</span></p> <p><input type="checkbox"/> Intermediate Beef Record Book (12-14)</p> <p><input type="checkbox"/> Intermediate Beef Showmanship (12-14)</p> <p><input checked="" type="checkbox"/> Junior Beef Record Book (8-11) <span>Quantity: 1</span></p> <p><input checked="" type="checkbox"/> Junior Beef Showmanship (8-11) <span>Quantity: 1</span></p> <p><input type="checkbox"/> Pee wee Beef Showmanship (6-8)</p> <p><input type="checkbox"/> Senior Beef Record Book (15-19)</p>
<p><b>Animal(s)</b></p> <p>This Division does not allow animals.</p>	

Then select “Continue” on the screen and “Create Entries” on the next screen.

A screen will then appear with all of the entries the exhibitor has signed up for as of then as shown below. Select “Continue to Payment” or you can add another entry. At this time, we are going to Continue to Payment.

2023 Gratiot County Fair For Youth

Exhibitors [Entries](#) [Payment](#) \$10.00

There are 5 entries belonging to 1 exhibitor in this invoice.

Everything looks good!

[Register another Exhibitor](#) [Continue to Payment](#)

Reeves, Hannah 5 Entries <a href="#">Add an Entry</a>								
#5	<table border="1"> <tr><td>Department</td><td>Beef</td></tr> <tr><td>Division</td><td>Beef Showmanship, Record Book, Skillathon &amp; Skills Test and Lab</td></tr> <tr><td>Class</td><td>Junior Beef Record Book (8-11)</td></tr> </table>	Department	Beef	Division	Beef Showmanship, Record Book, Skillathon & Skills Test and Lab	Class	Junior Beef Record Book (8-11)	Allow Public Viewing: Yes <span style="color: red;">In-Person</span> <a href="#">Edit</a>
Department	Beef							
Division	Beef Showmanship, Record Book, Skillathon & Skills Test and Lab							
Class	Junior Beef Record Book (8-11)							
#4	<table border="1"> <tr><td>Department</td><td>Beef</td></tr> <tr><td>Division</td><td>Beef Showmanship, Record Book, Skillathon &amp; Skills Test and Lab</td></tr> <tr><td>Class</td><td>Junior Beef Showmanship (8-11)</td></tr> </table>	Department	Beef	Division	Beef Showmanship, Record Book, Skillathon & Skills Test and Lab	Class	Junior Beef Showmanship (8-11)	Allow Public Viewing: Yes <span style="color: red;">In-Person</span> <a href="#">Edit</a>
Department	Beef							
Division	Beef Showmanship, Record Book, Skillathon & Skills Test and Lab							
Class	Junior Beef Showmanship (8-11)							
#3	<table border="1"> <tr><td>Department</td><td>Beef</td></tr> <tr><td>Division</td><td>Beef Showmanship, Record Book, Skillathon &amp; Skills Test and Lab</td></tr> <tr><td>Class</td><td>063: Junior Beef Skillathon (8-11)</td></tr> </table>	Department	Beef	Division	Beef Showmanship, Record Book, Skillathon & Skills Test and Lab	Class	063: Junior Beef Skillathon (8-11)	Allow Public Viewing: Yes <span style="color: red;">In-Person</span> <a href="#">Edit</a>
Department	Beef							
Division	Beef Showmanship, Record Book, Skillathon & Skills Test and Lab							
Class	063: Junior Beef Skillathon (8-11)							
#2	<table border="1"> <tr><td>Department</td><td>Beef</td></tr> <tr><td>Division</td><td>Beef Showmanship, Record Book, Skillathon &amp; Skills Test and Lab</td></tr> <tr><td>Class</td><td>060: Junior Beef Skills Test &amp; Lab (8-11)</td></tr> </table>	Department	Beef	Division	Beef Showmanship, Record Book, Skillathon & Skills Test and Lab	Class	060: Junior Beef Skills Test & Lab (8-11)	Allow Public Viewing: Yes <span style="color: red;">In-Person</span> <a href="#">Edit</a>
Department	Beef							
Division	Beef Showmanship, Record Book, Skillathon & Skills Test and Lab							
Class	060: Junior Beef Skills Test & Lab (8-11)							
#1	<table border="1"> <tr><td>Department</td><td>Beef</td></tr> <tr><td>Division</td><td>Market Beef</td></tr> <tr><td>Class</td><td>045: Market Beef</td></tr> </table>	Department	Beef	Division	Market Beef	Class	045: Market Beef	Allow Public Viewing: Yes <span style="color: red;">In-Person</span> 100 <a href="#">Edit</a>
Department	Beef							
Division	Market Beef							
Class	045: Market Beef							

Select "Continue" and then add credit card payment. After saving and continuing it will bring you to the final page where you must hit SUBMIT! You should get a confirmation email following.

If you have any questions at all please feel free to reach out to the fair office by phone or email. Email is [info@gcffy.org](mailto:info@gcffy.org) and phone number is 989-466-5071.