



WAUKESHA COUNTY FAIR ASSOCIATION, INC.

506 LINCOLN AVENUE, WAUKESHA, WISCONSIN 53186

(262) 544-5922

www.waukeshaountyfair.com

Aaron Schuett
President

Chrissy Gluege
Executive
Director

Important Fair Entry Reminders!

All entries **must** be submitted by **MONDAY JUNE 15TH at 11:59pm**

- Select "I am a new exhibitor" when first registering for each year.
- To register multiple family members at once, select the "Quick Group" option
- Your account will not be saved until you save or submit a cart.
- Register all possible entries, even if you are unsure. It's better to be registered for every possible entry, just in case. If you do not exhibit an entry that was registered (for whatever reason), it is not a problem.
- Remember to register entries online for events judged before the fair (drones, RC cars, rabbit hopping, angling, cat/small animals/family dog, etc.) to receive premiums.
- To register multiple entries under the same division, select the "Add similar Entry" button.
- After submitting a cart, you cannot delete any entries from that transaction. If you realize you have entered in a wrong division or class, add the correct entry in a new transaction. Incorrect entries can be easily dismissed at judging or you may call the fair office to have it removed.
- You can submit as many transactions as you need to add entries or passes/fees. You can also save your cart to be submitted at a later time (but don't forget!).
- Review all past transactions from your account by clicking the blue "Hello (your name)" link in the upper right corner. We encourage you to also have a copy of each receipt emailed to you and/or printed.
- A \$7.00 processing fee is required for every youth exhibitor (per exhibitor, not per entry). Unfortunately, this cannot be added automatically, and must be selected manually under the "additional items" page.
- If you are exhibiting Horses and/or Ponies at the fair, please select the appropriate fees *per animal* under the "additional items" page. This information is reviewed for accuracy.
- Premium or Auction checks may be deducted or withheld until all required fees are paid.

Please email Sarah Brimmer, Exhibitor Coordinator at sarah@waukeshaountyfair.com or contact the Fair Office at (262)544-5922 with any questions.

MISSION STATEMENT

"To provide a quality family event which preserves our rural heritage and is dedicated to education and entertaining all ages in Waukesha County and surrounding communities."