

5. ENTRY PROCEDURE:

- a. **ENTRY APPLICATION:** All applications for entry must be made on current, official State Fair entry application forms in accordance with their instructions, providing all necessary information. Pan American exhibitors must complete all entries online at livestock.bigtex.com. *All youth entries, including contests, may be keyed by parent/guardians through the parent portal, but must also then be approved and submitted online portal by the CEA/AST (see Youth Livestock Show Special Rules).*
- b. **GROUP ENTRIES:** Group classes are denoted by a "G" after the class number. An entry fee is required for all group classes. Late group class entries will not be accepted after check-in deadline. All animals entered in a group class must be shown in their individual age class.
- c. **DOUBLE ENTRIES:** If the exhibitor chooses to show in both the youth & open shows, separate fees are required.
- d. **ENTRY ACCEPTANCE:** In all cases, State Fair management reserves the right to reject, accept, or accept conditionally an application for entry and does not guarantee space in the exhibition buildings. Rejected entries may be returned to the applicant.
- e. **ENTRY SUBSTITUTIONS:** Entry substitutions may be made within the same show, same breed and by the same owner of the original entry. Substitutions may be made after the entry deadline by -submitting a substitution form and a processing fee of \$20 (each entry). No substitutions will be allowed after check-in deadline. ** No Poultry or Rabbit substitutions after Opening Day of the Fair.
- f. **ERRONEOUS ENTRIES:** At the discretion of State Fair management, exhibits that have been erroneously entered may be transferred to their proper classes prior to judging. Management will decide the disposition of each case of erroneous entry upon its merits.
- g. **INCOMPLETE ENTRIES:** Incomplete entries are defined as entries made by entry deadline (online or mailed) but are missing information (e.g., signatures, W-9's, payment, or other required information). Incomplete entries may be accepted conditionally by State Fair at its sole discretion, and are subject to additional fees (see miscellaneous fees). Notwithstanding the foregoing, State Fair may reject any late/incomplete entry at its sole discretion and without explanation.
- h. **ENTRIES NOT CHECKED IN UPON ARRIVAL:** If an exhibitor/contestant fails to check in by the published deadline, the entry is ineligible to compete.
- i. **EXHIBITOR LATE ARRIVAL:** If an exhibitor/contestant fails to arrive within designated arrival time/before arrival deadline, the entry is ineligible to compete, no exceptions.

6. ENTRY DEADLINES:

- a. **Youth Livestock and Contest entries are encouraged to be made online by parent/guardians through the online parent portal.** Both the exhibitor/contestant and parent/guardian will be required to electronically sign the Release and Liability Signature form. A Form W-9 including the youth exhibitor's social security number and signature is required at time of entry and may be completed electronically. *Access to the parent portal will end at 11:59 P.M., August 22, 2025.* Be sure to contact your CEA/AST for your local deadlines which may be earlier and supersede the close of the portal. Entries made by a parent/guardian must then be approved and submitted to State Fair by CEA/AST. Youth Livestock and Contest (and their uploaded required materials) entries must be approved and submitted **online by 11:59 P.M., August 25, 2025 by CEA/AST. All required signatures (exhibitor, parent/guardian, CEA/AST) must be completed for the entry to be considered complete.**
- b. ****In addition to online submission, the following must also be postmarked on or before September 1, 2025 (postal meter date is not acceptable), to be considered complete**
YOUTH entries:
 - i. One check per county/chapter, credit card payments also accepted and encouraged; and
 - ii. Each exhibitor's entry worksheet(s).
- c. **Pan American Livestock, Rabbit, and Poultry entries must be submitted online by 11:59 P.M., on September 1, 2025.**
 - i. Pan American entries must be completed **entirely** online.