

## Notes for Club Leaders, Members, Parents, Open Exhibitors

Although Covid 19 restrictions have been lifted at this time, BC Ag Expo reserves the right to modify or restrict classes to comply with any future Public Health Orders.

Here is the link to the On-Line entry site; <https://bcagexpo.fairwire.com>

Please read the Rules thoroughly for your division before starting your entries.

All rules can be found on our website <https://bcagexpo.ca/2022-class-info>

### 4-H MEMBERS

- For 2022 we will have each Member doing their entries individually. The Leaders will not be doing them as a Club entry. This new system will be more functional for our office staff.
- You will pay your Club for your entries and the Club will pay BC AG Expo with one cheque after Sept. 15<sup>th</sup>.

Go to the website listed above and fill out your “**ShoWorks Passport**”. Save your Password in a safe place so you have it going forward as you may need to log in multiple times and you can use it at next year’s fair or any fair that uses ShoWorks.

1. You will need to have a Waiver filled out and ready to upload at the time of entering or you will not be able to complete your entry. These are found on our website.  
\*The waivers are fillable. After filling it out, save as a pdf and upload with your entry
2. Please note that for livestock classes you will need all 15 numbers of the ID tag for each animal including any offspring along with the Date of Birth and Breed where necessary.
3. Once you have completed your entries and uploaded your waiver you can save your cart. It will then ask if you have any other files to upload; eg –Bill of Sale, Other Class Waivers, Photo’s ect. You do not have to upload these right away but you will need to do so prior to Sept. 1. Print your receipt so you know what you have entered and know how much you will need to pay to your Club.
4. A good side Photo should be taken of all Market and Carcass animals and uploaded to their ShoWorks account by September 10th. This will be for Auction purposes – DLMS Online Auction will use them.
5. You must also have the **Bill of Sale** for all **Market** animals - scan/upload these to your computer. These will need to be uploaded with entries where necessary. There is a Blank Bill of Sale on the website if needed.
6. **4-H Entries open online April 22, 2022 and Close June 30, 2022.**

### Open Youth and Open Adult Exhibitors

7. **Please follow the instructions above, except for the following**
  - a) Open Youth that are with a Club can pay their entries with the Club but will need to enter the Club name with their entries. Otherwise we will assume they are being paid separately.
8. **Open Entries Youth or Adult close August 31, 2022 - EXCEPT Open Carcass entries close July 15<sup>th</sup>.**
9. Open entries can be paid by cheque or by e-transfer to [secretary@bcagexpo.ca](mailto:secretary@bcagexpo.ca)  
\*If using e-transfer please note on the transfer who you are paying for
10. Open entries will also need to upload a ‘Bill of Sale’ for Market animals and a ‘Liability Waiver’ with their entries.

If you have any questions, please contact:

Lynn Graham 250-572-2218

[secretary@bcagexpo.ca](mailto:secretary@bcagexpo.ca)