

MINNESOTA STATE FAIR

Entry Instructions for Creative Activities, K-12 Competition, Bee & Honey, Christmas Trees, Crop Art & Scarecrow, Farm Crops, Fruit & Wine, Flowers, Vegetable & Potato

1. Click "Register Online."
2. Click "Create an account" near the bottom of the page.
3. Account Setup:
 - a. Enter your contact information, email address, and password.
 - b. Static exhibitors must create a new account in 2023, after which, their account will be retained from year-to-year.
 - c. Click "Create Account" to finish.
4. Exhibitor Profiles:
 - a. If you need to register multiple exhibitors, click "Add Exhibitor Profile."
 - b. Teachers: This is where you will add your students' profiles.
 - c. The contact information for exhibitor profiles will default to information entered at account setup.
5. Click on the name of the exhibitor profile to begin registration.
6. Click "Static."
 - a. The first time you select "Static," you will be asked to determine the type for your overarching account.
 - b. This one-time selection determines the departments you will be eligible to enter.
7. Click "Begin Registration for ..."
8. Review the contact information for the exhibitor.
 - a. Add an "Organization/Group Name" only if entering Christmas Trees or Scarecrow competitions.
 - b. Add a "School Name" and "Grade" only if entering K-12 Competition.
 - c. Click "Submit."
9. Click "Enter classes by department."
10. Click on the department you plan to enter.
11. Click to expand the subdivisions and view a list of classes.
12. Click the checkbox next to the class(es) you would like to enter.
 - a. A description text box will appear (if applicable). Enter a description of your item (optional).
13. Scroll to the bottom of the page. Click "Add Selected Classes."
14. Click "Checkout" or select another department to enter and repeat steps 11-13.
15. Review contact information and classes in your cart.
16. Click the checkbox next to "I have read and agree to the above statement."
17. Click "Confirm Registration."
18. A confirmation email will be sent to the email you provided. If an email is not received, please call 651-288-4417.
19. If you need to register another exhibitor, click "Account Dashboard" in the blue bar near the top of the screen. Repeat steps 5-17.
20. If you have completed registration for all exhibitors, click "Logout."