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August 15, 2025

Dear Teacher,

The Nez Perce County Fair is almost here. We'll celebrate "81 and Still Having Fun!" from September 18-21. We would like to invite you and your class to enter your artwork into the fair, as well as visit with your class. Please make sure you read all the way through this information and feel free to reach out with any questions.

**For artwork entries, all entries must be completed online no later than September 5.** Please see the attached step by step instructions. The fair will deliver preprinted entry tags to the school office. It is the teacher's (or designated person's) responsibility to attach all of the entry tags prior to delivery of the art to the fair (instructions will be included). **All items must delivered to the Fair Pavilion on Wednesday, September 10 between the hours of 9:00 AM and 5:00 PM.**

For **PRE-SCHOOL THRU 3<sup>rd</sup> GRADE**: A limit of one entry per classroom. Secure projects on one (1)-3' x 5' wall hanging, portrait or landscape (No larger). The entry tag will display the teacher's name. Students may write their first name of the front of their artwork so family & friends may identify it. This age group will receive ribbons, but no cash awards.

For **4<sup>th</sup> THRU 6<sup>th</sup> GRADE**: These should be individual classroom projects, not classroom copied. Each entry will be judged according to a standard and be awarded ribbons and premiums. All premiums will be in one envelope and will be filed under the teacher's name.

**All entries may be picked up** on Monday, September 22 or Tuesday, September 23 between 9:00 AM and 5:00 PM.

**SCHOOL VISITS TO THE FAIR are limited to Thursday, September 18.** You may arrive anytime between 10:00 am and 12:30 pm. You will need to register online. A link to the form is on our website at [www.npcfair.org](http://www.npcfair.org). We will need the School Name, Teacher, Grade, Number of Students and Number of Chaperones. We will accept reservations until September 12. Once we receive your reservation, we will confirm via email. The email will include entry instructions, as well as a list of recommended places/booths to visit for the most educational opportunities.

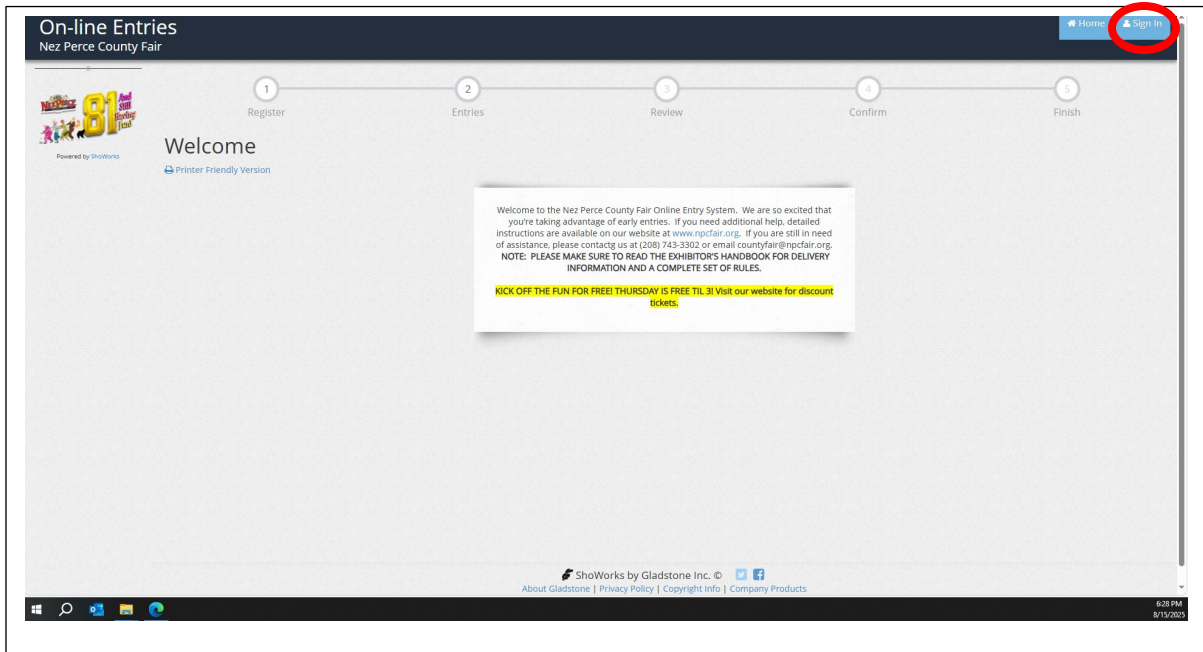
Please feel free to contact us with any questions.

Sincerely,

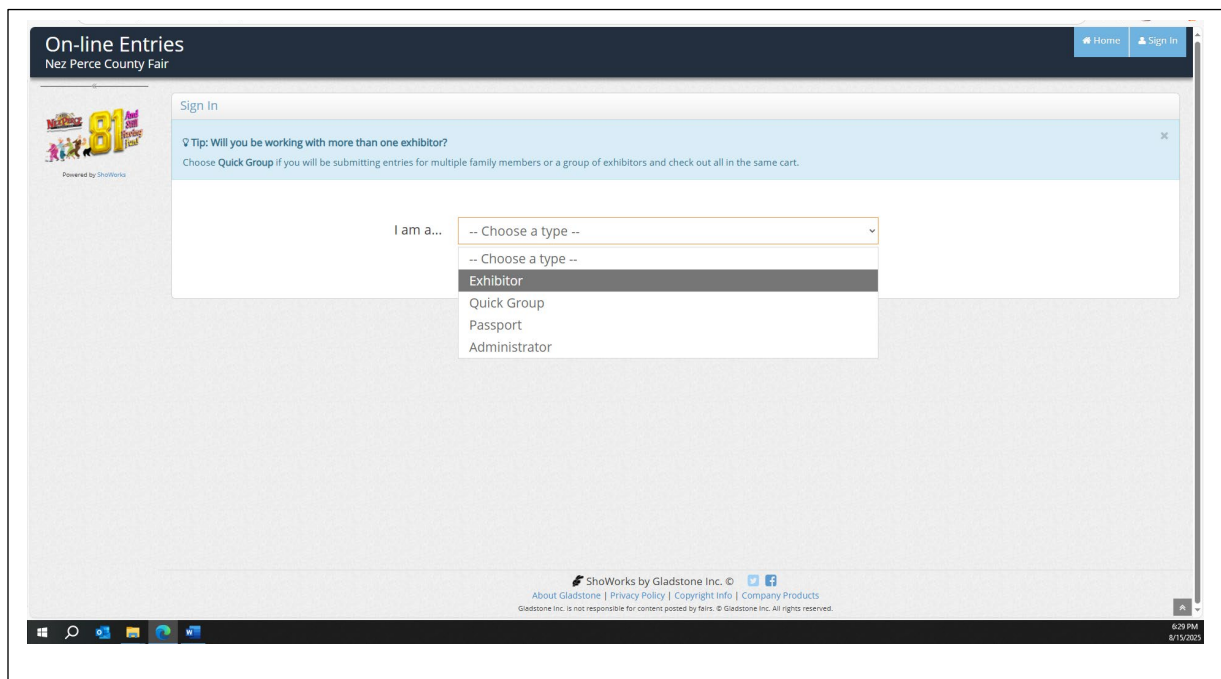
Abby Walser  
Fair Coordinator  
[Countyfair@npcfair.org](mailto:Countyfair@npcfair.org)

## **NEZ PERCE COUNTY FAIR ONLINE ENTRY INSTRUCTIONS- SCHOOL ENTRIES**

1. Go to [www.npcfair.org](http://www.npcfair.org). Click on Participate, then Open Class Exhibits. Click on the ENTER HERE ONLINE button. This will take you to the online entry website. The direct link is <https://nezperce.fairwire.com/>
2. Click the Sign In button (top right corner of the screen).



3. At the log in screen, click on the drop down box and select Exhibitor.



4. **THE EXHIBITOR IS THE TEACHER.** The teacher's name will appear on the exhibit tag, along with the student's name. If you want it to appear on the exhibit tags as Mrs. Smith, type Mrs. In for the first and Smith in for the last name, then click on "I am a new exhibitor or have yet to register this year" and then hit continue.

On-line Entries  
Nez Perce County Fair

1 Register 2 Entries 3 Review 4 Confirm 5 Finish

Registration

Tip:  
Are you a family or group with multiple exhibitors? Sign in as a Quick Group to submit entries for multiple family members or a group of exhibitors and check out all in the same cart.

First Name Mrs.  
Last Name Smith

or sign in using ShoWorks Passport  
It's free and lets you securely keep your information and entries year-to-year and reuse across different fairs and shows. Get instant notifications when it's time to show or entries have been judged and see your awards. Sign up now and begin keeping track of your own entries!  
Tell me more about ShoWorks Passport...

☒ I am a new exhibitor or have yet to register this year ☐ I have previously registered this year

Continue →

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5. From the New Exhibitor Screen, type in all required information. You will also have to create a password on this screen. Once you are done, hit continue. *If you forget your password, use the forgot password link on the log in screen. Please do not create a new account.*

1 Register 2 Entries 3 Review 4 Confirm 5 Finish

Registration

Exhibitor Information  
Please provide the following information and click the Continue button at the bottom. Information submitted may not be reflected in the local office for a delayed period of time.

First Name Mrs.  
Last Name Smith  
Password \*  
Re-type Password \*  
Address \* 1221 Burrell Avenue  
Address2  
City \* Lewiston  
State/Prov \* ID  
Postal Code \* 83501  
Phone Number \* (208) 743-3302  
e-mail \* countyfair@npcfair.org  
Re-type e-mail \* countyfair@npcfair.org  
Grade 6  
Age  
Date of Birth

Continue →

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6. Verify that all information is correct and hit continue. If you need to make corrections, click on back.

On-line Entries  
Nez Perce County Fair

Progress: 1 Register, 2 Entries, 3 Review, 4 Confirm, 5 Finish

Registration

✓ Confirm Registration Information  
The following information will be associated with your name. Any changes you make may not be reflected in the local office for a delayed period of time.

First Name Mrs.  
Last Name Smith  
Address 1221 Burrell Avenue  
Address 2  
City Lewiston  
State/Prov ID  
Postal Code 83501  
Phone (208) 743-3302  
e-mail countyfair@npcfair.org  
Grade 6  
Age  
Exhibitor Date of Birth

Continue

7. \*From the Entries Screen, click on the drop-down and select Department 01A School Projects.  
\*A new drop down menu for Division will appear, click on Division 100 School Projects  
\*The class drop down will appear, click on the correct class.  
\*A description box will pop up, **THIS IS WHERE YOU WILL ENTER THE STUDENT'S NAME.**  
However you type it is how it will appear on the exhibit Tag. If you want only first names or only first name and last initial, that is how you will type it in the description. Hit Add 1 Entry to Cart.

On-line Entries  
Nez Perce County Fair

Progress: 1 Register, 2 Entries, 3 Review, 4 Confirm, 5 Finish

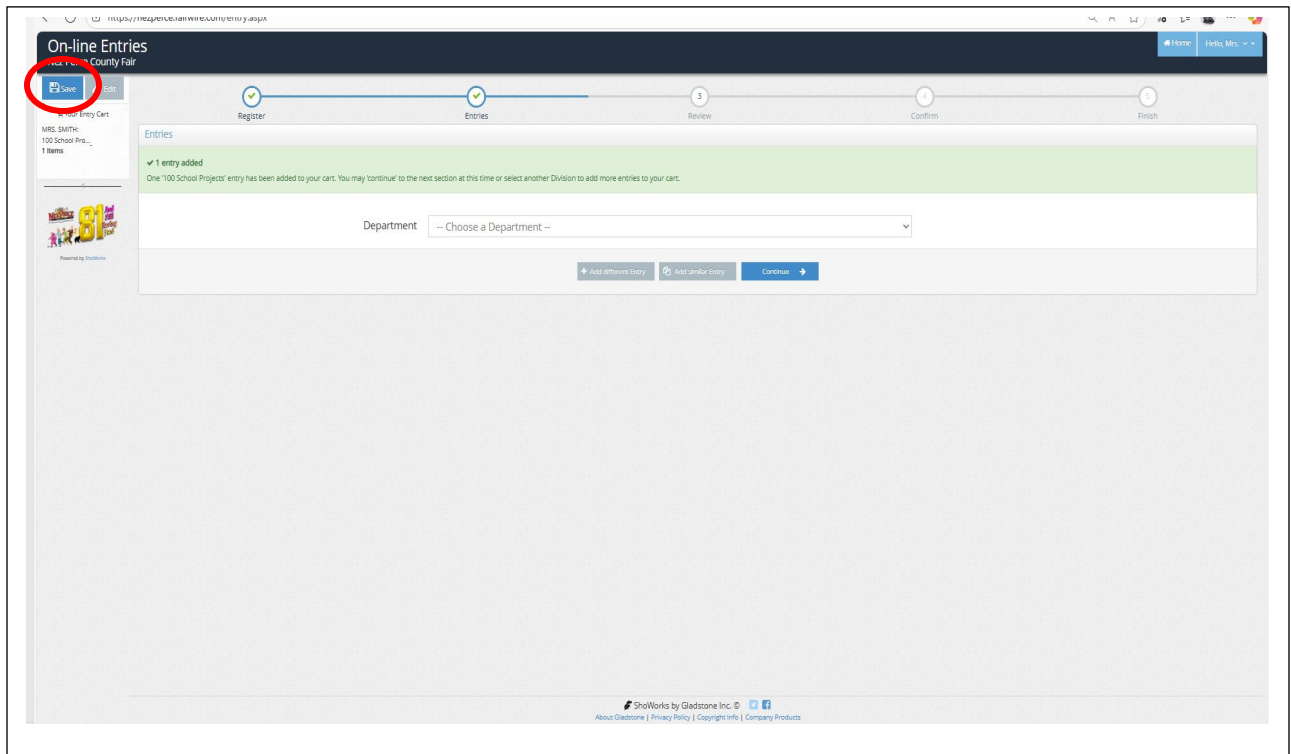
Entries

Department 01A School Projects  
Division 100 School Projects  
Class 02 : 4th-6th Grade Individual Projects  
Description Sally Jones

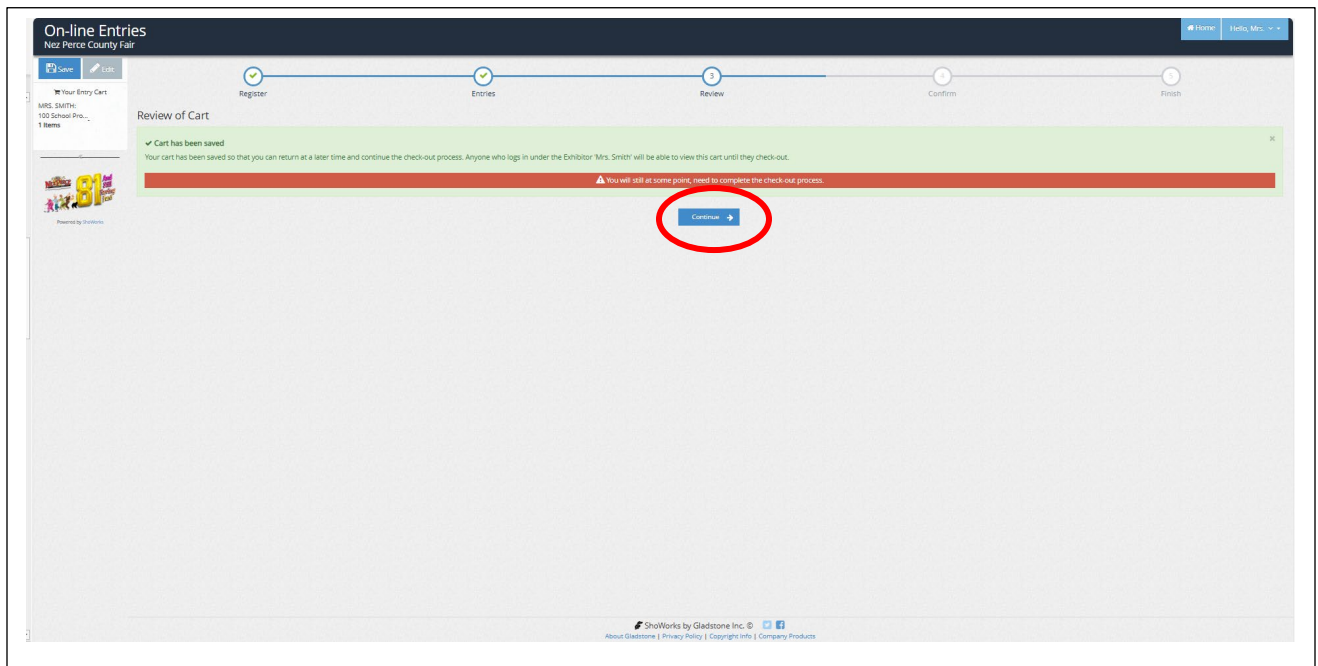
Add 1 Entry to Cart

For 4th-6th Grades:  
Description=Student's  
Name

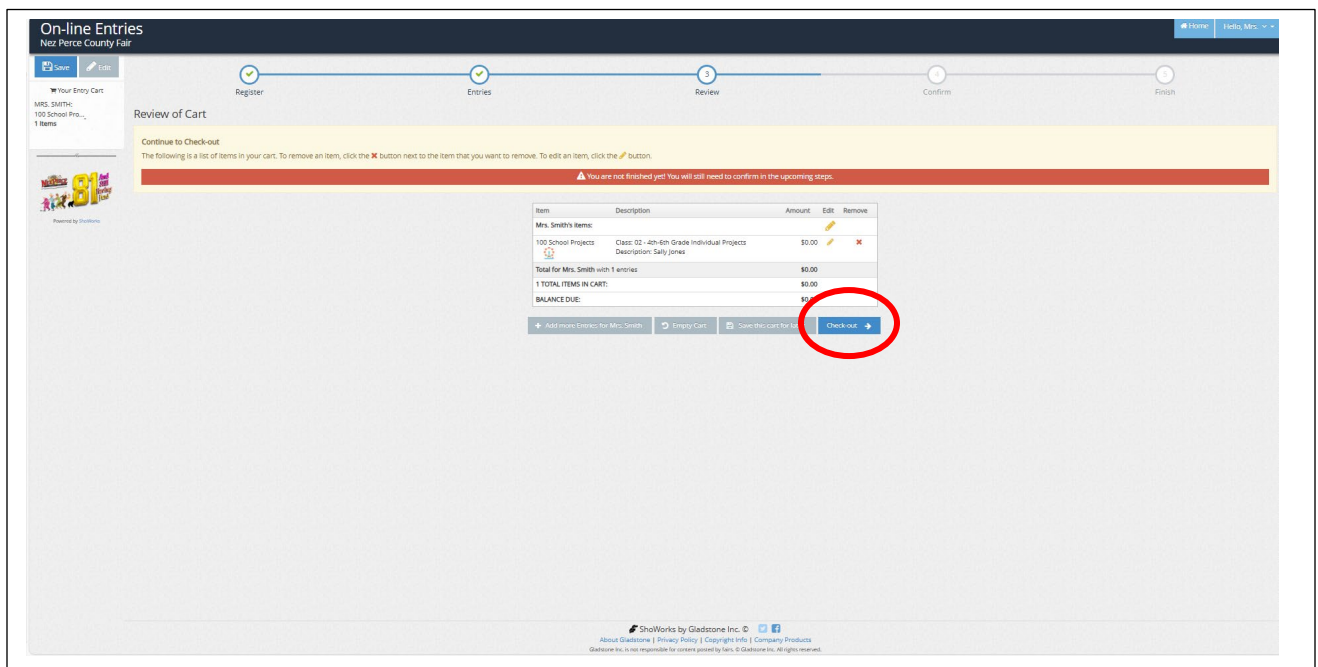
8. After hitting add entry, you will return to the entry screen. Repeat step 9 until all student entries are added. If there are more than one entry per student, you will need to enter multiples for each student. **If this is a group project, you only need to enter one project under the teacher's name.**
9. Once you are finished entering your exhibits, click "SAVE" on the top left of your screen. NOTE: saving your cart allows you to log out and log back in to your account to add more entries and complete your checkout process. **PLEASE NOTE: THERE ARE NO ENTRY OR PROCESSING FEES, BUT YOU MUST STILL SAVE YOUR CART AND CHECK OUT FOR YOUR ENTRIES TO BE DOWNLOADED.**



10. To complete your entries, hit continue.



11. Click the Blue Check-Out Button in the middle of the screen.





12. The next screen is a confirmation screen. In the middle of the screen, your acknowledgment is required. You are certifying that you agree to abide by all rules. Type yes in the red box in the middle of the screen, then click the blue submit button.

**On-line Entries**  
Nez Perce County Fair

Progress: Register, Entries, Review, **Confirm**, Finish

**Confirm**

Do you agree to the following?  
Below are terms which are about to be entered.

**Item** | **Description** | **Amount**

Mrs. Smith's Name:		
100 School Projects	Class: 02 - 4th-6th Grade Individual Projects	\$0.00
	Description: Sally Jones	
Total for Mrs. Smith with 1 entries		\$0.00
1 TOTAL ITEMS IN CART:		\$0.00
BALANCE DUE		\$0.00

**Signature**

Online submission of entries requires that you agree and will abide with the terms and rules listed in the exhibition handbook. This handbook is available on our website at [www.npcfair.org](http://www.npcfair.org).

I agree to the above statement. Type YES if you agree.

**Submit**

13. You will then be shown a Submission Successful screen. On this screen, you may print a detailed receipt if you wish. Then click the blue Finish button. Your entries are now complete.

**On-line Entries**  
Nez Perce County Fair

Progress: Register, Entries, Review, Confirm, **Finish**

**Completed!**

✓ **Submission Successful**  
Below is a summary of your transaction. You should print a detailed version at this time for your records or include in any correspondence.

Don't forget to print

**Transaction Summary for Nez Perce County Fair**

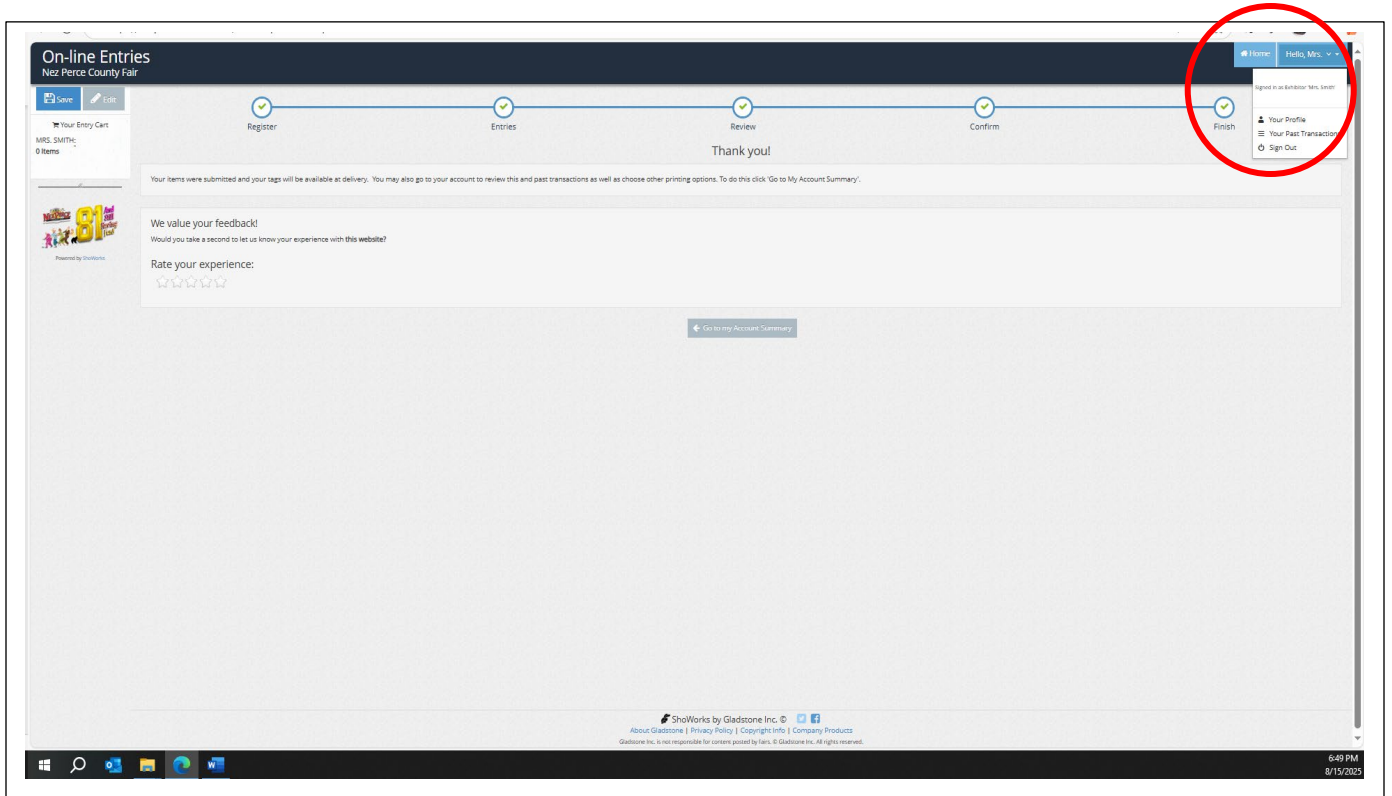
Confirmation ID: **5227194706768**

Total Exhibitors:	1
Total Entries:	1
Total Additional Items:	0
Transaction Time:	8/19/2020 7:47:07 PM
Transaction Amount:	\$0.00
Transaction Payment:	\$0.00
Transaction Balance:	\$0.00

☒ Also, email a copy of my receipt to:

**Print Detailed Receipt** **Finish**

14. To Sign out, click the arrow next to your name on the top right corner of the screen.



**THANK YOU FOR USING ONLINE ENTRIES!**  
**YOUR ENTRY TAGS WILL BE DELIVERED TO**  
**YOUR SCHOOL OFFICE NO LATER THAN**  
**SEPTEMBER 9, 2025 (ALL FILLED OUT FOR**  
**YOU). TAGS WILL NEED TO BE ATTACHED**  
**TO PROJECTS PRIOR TO DELIVERY TO THE**  
**FAIR (INSTRUCTIONS WILL BE INCLUDED**  
**WITH TAGS)**