Pennsylvania Farm Show
Online Entry
Individual Registration Instructions - Livestock
Individual Registration Instructions

Welcome to the Pennsylvania Farm Show Online Entry Website for Livestock entries.

These instructions are for individuals.

Please read and follow the directions to ensure your entries are complete and accurate, thus facilitating check-in.

If you exit ShoWorks without submitting any entries, the system may not recognize you as an exhibitor and your cart will not be saved.

Always reference the Premium List. If you have any questions or need additional help, please contact the Livestock Department at 717-787-2905 or farmshow@pa.gov.
Individual Registration

• Upon entering the Online Entry Website, you will be directed to the Welcome screen.

• Click Step 1 “Register” to be redirected to the Registration screen.

• Note: All steps can be navigated by using the progress bar at the top of the screen.
Individual Registration

Once you are redirected to the new screen:

- Enter your first and last name
- Check the circle stating “I am a new exhibitor or have yet to register this year”
- Click “Continue”
- Page 6 will explain how to register as a farm as opposed to an individual.

**REGISTRATION INFORMATION FROM THE PREVIOUS YEAR NOR THE HORSE ONLINE ENTRY WEBSITE HAS NOT BEEN CARRIED OVER.**
Individual Registration

- You will be prompted to enter additional information.
- Create a password (WRITE IT DOWN SO YOU DO NOT FORGET)
- Review your information for accuracy.
- You will be able to edit this information later, however: If you exit ShoWorks without submitting any entries, the system may not save your information.
- Click “Continue” at the end to begin adding entries.
Individual Registration - Register as a Farm

- You may register as a farm for Open Shows only.
- Note: For Junior Shows, the exhibitor name must match and be the SOLE OWNER of the animal. Please review the Premium List for more details.
- First Name = name of farm
- Last Name = type (“Farm,” “Company,” “LLC.,” etc., as appropriate)
- Click the circle stating “I am a new exhibitor or have yet to register this year”
- Click “Continue” and complete the following screen with the farm information.
Adding an Entry

• Select which “Department” and “Division” you want to enter.
• An entry will **ONLY** be made in the Department and Division you select.
  • If you wish to show in Open and Junior Shows, an entry must be made in each Division.
• After selecting the Department and Division, you will be redirected again.
Adding an Entry - Horses (Halter), Cattle, Sheep, Swine, Goats, Rabbits

- Complete all the necessary information.

  PLEASE BE ACCURATE

- Be sure the animal’s birthday corresponds with the class entered.

- Group Classes:
  - Only the class needs selected
  - Enter “N/A” for all other required fields.

- The exhibitor must be an OWNER of the animal. If multiple owners are listed on the registration paperwork, the owner showing the animal should be the exhibitor.

- For Junior Shows: the exhibitor must be the SOLE OWNER of the animal. Please review the [Premium List](#) for rules, including leasing.

- Click “Add Entry to Cart” at the bottom of the page.
Adding an Entry - Horses (Hitches and Pulls) and Poultry

- For some Departments/Divisions you will be able to enter multiple classes at once.
- Select all the classes you want to enter.
- Enter any additional of the information requested.
- Click “Add Entry to Cart” once complete.
Adding an Entry - View Your Cart

- Your cart can be seen in the top left corner of the screen.
- Confirm your entry was added to the cart after each submission.
- A detailed overview of each entry will be available and can be edited after Step 3 “Items.”

If you exit ShoWorks without submitting any entries, the system may not recognize you as an exhibitor and your cart will not be saved.
Additional Entries - Auto-fill Options

• The auto-fill feature allows you to pull the information from any previous entry when creating a new entry.
• This is ideal after entering an animal in a Junior Show and want to enter the same animal in the corresponding Open Show.
• There are numerous ways to access the feature.
• Choose the Department/Division
• OR select any of the following:
  • “Entries”
  • “Add different Entry”
  • “Add similar Entry”

• Make sure the correct Division is selected (e.g. If you previously entered the Junior Show and now want to enter the Open Show, select the Open Division)
• The appearance will differ slightly depending on which option you selected previously
Additional Entries - Auto-fill Options

- Select “Auto-fill from previous...”
  - Find the previous entry from which you wish to pull information.
  - You can hover the mouse over the entries or click through them to ensure it is the correct animal’s information.

- **Class will not auto-fill.**

- Be sure the class matches the birth date.

- Confirm all information is correct.

- Add entry to your cart and review as before.
Once all entries have been added to your cart, continue to Step 3 “Items.”
Adding Items

- Step 3 “Items” is where you can add various items to your cart.
- Read the descriptions carefully to be sure you’re ordering the correct items.
- Alpaca and Horse Entry Fees should be added per head.
  - The Class registrations will not be accepted if the appropriate Entry Fee(s) are not submitted, as well.
- Click “Continue” to review your cart.
Review Your Cart

• The Review screen has several options:
  • Edit Exhibitor (📝 next to exhibitor’s name)
  • Edit individual entries/fees (📝 next to entry)
  • Remove entries/items (🗑️ next to entry)

• The description of the action appears when the mouse hovers over the button.

• Once all information is reviewed and confirmed correct, proceed to Check-out.
Submit Your Entries

- Select your payment method to be redirected.
- Enter all the payment information.
- Select “Continue” to confirm payment.
- An electronic signature is required to confirm compliance with the Show’s rules and regulations.
Final Step

- Once the payment has been received, a receipt will be emailed to you.
- Print/save email for your records.
- If misplaced, a receipt can be retrieved by logging in and accessing “Your Past Transactions” in the top right corner.
- For Rules and Regulations, reference the Premium List at: https://www.farmshow.pa.gov/exhibit/rules-regulations

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