

ONLINE INSTRUCTIONS - Individual



MIAMI-DADE COUNTY FAIR & EXPOSITION, INC.

2

tries

3

Review

4

Confirm

5

Finish

Welcome to The Youth Fair Online Entry System!

**** PLEASE NOTE: The term "Exhibitors" refers to the students. ****

Entry Deadline:
January 20, 2026

Group Entries:
Currently NOT accepted online, please submit a paper/emailed entry form to
exhibits@fairexpo.com.

Log in Information:
Teachers: Log in as School
BSA Scouting: Log in as School
Girl Scouts: Log in as School
4-H/FFA: Log in as School
Individuals: Log in as Exhibitor
Note: If your school or club is not listed, please contact the Exhibits Office at 305-223-7060.

Passwords:
Public Schools: 4-digit Mail Code/Location Number
Private Schools: 8888
Clubs: 8888
Individuals: When you create your account, you may choose your password and write it down for future use. You will need it every time you log in including when **you print your entry tags.**

Note: Please read and follow the instructions listed at the top of each page of the website to submit your entries. **Be sure to print out the entry tags and receipt and keep it on file for your records.**

After you submit your entries, you may review your entries, **print your Entry Tags.**
Be sure to print out the entry receipt and keep it on file for your records. After you submit your entries, you may review your entries, print all your Entry Tags, or you can filter and print Entry Tags for specific exhibitors.

1. Begin on this screen and click "Sign in" on the top right corner.

Sign In

I am a...

Exhibitor



2. Go to dropdown menu and click on
“Exhibitor”

Registration

Sign-in

Please sign in as an Exhibitor or create a new account.

☒ NO I am not a Team or Company

First Name

Last Name

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 →](#)

3. Once you put your first and last name: If you are a new exhibitor, click “I am a new exhibitor or have yet to register this year.” If already registered, click “I have previously registered this year.” Then click the blue continue button.

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	Bella
Last Name	Febles
Password *	****
Re-type Password *	****
Address *	10901 Coral Way
City *	Miami
State/Prov *	FL
Postal Code *	33165
Phone Number *	(786) 315-5147
e-mail *	afebles@fairexpo.com
Re-type e-mail *	afebles@fairexpo.com
School	CORAL REEF SENIOR HIGH SCHOOL PU
Grade	12

[Continue](#)

4. Fill out all exhibitor information. Please choose a password that you will remember since you will need it to edit any information and print entry tags. Then click on the blue “Continue” button.

✓ 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 Bella

Last Name Febles

Address 10901 Coral Way

City Miami

State/Prov FL

Postal Code 33165

Phone (786) 315-5147

e-mail afebles@fairexpo.com

School CORAL REEF SENIOR HIGH SCHOOL

Grade 12

Continue →

5. Verify that everything you entered is correct and click continue.

The screenshot displays two sequential steps of a registration process for 'The Fair' (Miami-Dade County Fair & Exposition, Inc.).

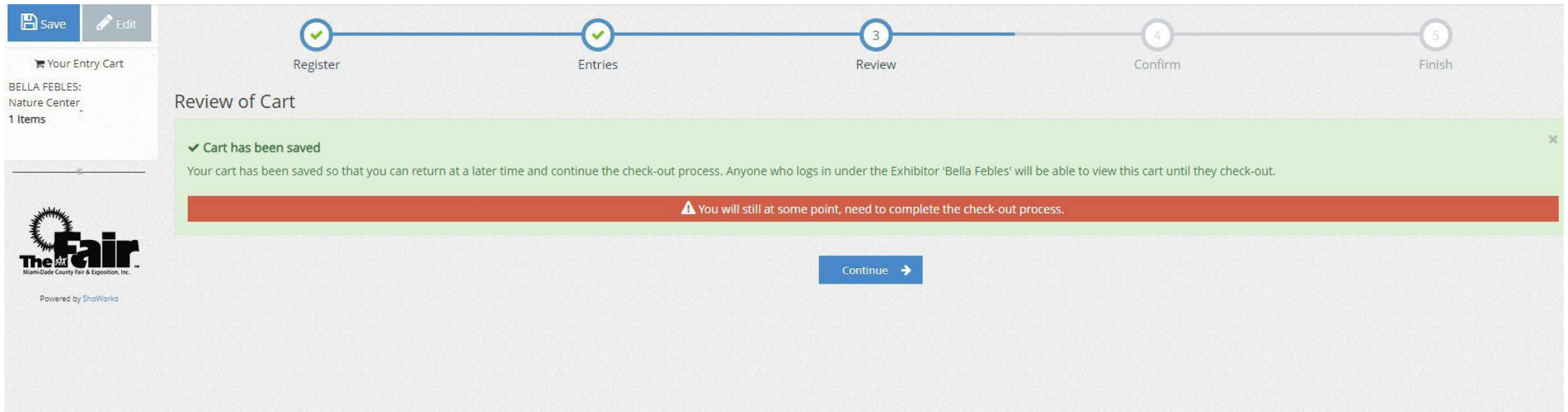
Step 1: Register

- Progress bar: 1 (Register) is active, 2 (Entries) is next, 3 (Review), 4 (Confirm), and 5 (Finish) are future steps.
- Left sidebar: 'Your Entry Cart' shows 'COSITA FAIR: 1 Items'.
- Main form: 'Department' is set to 'Student Exhibits'. 'Division' is set to '-- Choose a Division --'.

Step 2: Entries

- Progress bar: 1 (Register) and 2 (Entries) are active, 3 (Review), 4 (Confirm), and 5 (Finish) are future steps.
- Left sidebar: 'Your Entry Cart' shows 'BELLA FEBLES: 0 Items'.
- Main form: 'Department' is 'Student Exhibits', 'Division' is 'Nature Center', and 'Class' is '3002 : South Florida Plants' (selected with a checkmark). Other classes listed are '3001 : Native Florida Wildlife', '3003 : South Florida Habitats', and '3004 : Environmental Challenges facing South Florida's Natural Resources'. 'Teacher Name' is 'Carol Douglass'.
- Bottom button: 'Add Entry to Cart'.

6. Select Department, Division, Class (**see rules for amount of classes/entries allowed per division**) Do NOT forget to add teacher's First and Last name before adding entry to cart.



7. On the upper left corner, you should see your entry cart. If you have already registered all your entries, click save. If not click edit and continue adding entries. Then click the “continue” button.

The screenshot displays a web application for 'The Fair' (Miami-Dade County Fair & Exposition, Inc.), powered by ShoWorks. The interface features a top navigation bar with a progress indicator showing five steps: Register (completed), Entries (current step), Review (3), Confirm (4), and Finish (5). On the left sidebar, there are buttons for 'Save' and 'Edit', a 'Your Entry Cart' icon, and a summary for 'DAISY MOO: Nature Center' with '1 Items'. The main content area is titled 'Entries' and shows a green confirmation message: '✓ 1 entry added' with the text 'One 'Nature Center' entry has been added to your cart. You may 'continue' to the next section at this time or select another Division to add more entries to your cart.' Below this message are two dropdown menus: 'Department' (set to 'All Departments') and 'Division' (set to '-- Choose a Division --'). At the bottom of the form are three buttons: '+ Add different Entry', '+ Add similar Entry', and a blue 'Continue →' button.

8. If you have more entries in the same division use “Add similar entry”, if you are adding a different division choose “add different entry”, if you are done adding entries choose “continue”.

 Save

 Edit

 Your Entry Cart

BELLA FEBLES:
Nature Center
1 Items


Powered by ShoWorks

12345

RegisterEntriesReviewConfirmFinish

Review of Cart

Continue to Check-out

The following is a list of items in your cart. To remove an item, click the  button next to the item that you want to remove. To edit an item, click the  button.

 You are not finished yet! You will still need to confirm in the upcoming steps.

Item	Description	Amount	Edit	Remove
Bella Febles's items:				
Nature Center	Class: 3002 - South Florida Plants Teacher Name: Carol Douglass	\$0.00		
Total for Bella Febles with 1 entries		\$0.00		
1 TOTAL ITEMS IN CART:		\$0.00		
BALANCE DUE:		\$0.00		

+ Add more Entries for Bella Febles

 Empty Cart

 Save this cart for later

Check-out 

9. If all information is correct, click the blue “Check-out” button.

Confirm

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

⚠ You have one more step remaining. Your items will NOT be added until you type 'YES' in the box below and click 'Submit'.

Item	Description	Amount
Bella Febles's items:		
Nature Center	Class: 3002 - South Florida Plants Teacher Name: Carol Douglass	\$0.00
Total for Bella Febles with 1 entries		\$0.00
1 TOTAL ITEMS IN CART:		\$0.00
BALANCE DUE:		\$0.00

 Signature

Online submission of data requires that you agree and will abide by the terms as defined in the published rules and regulations. For a copy of these rules and regulations, please contact the fair office at 305-223-7060 or visit www.fairexpo.com.

I agree to the above statement (type 'YES' if you agree)

Submit

10. Write YES on the box next to “I agree to the above statement” if all looks correct and click “Submit”.

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 Miami-Dade County Fair & Exposition	
Confirmation ID: miami-4325160311108	
Total Exhibitors:	1
Total Entries:	1
Total Additional Items:	0
Transaction Time:	11/20/2024 4:03:11 PM
Transaction Amount:	\$0.00
Transaction Payment:	\$0.00
Transaction Balance:	\$0.00

☒ Also, email a copy of my receipt to: afebles@fairexpo.com

🖨 Print Detailed Receipt

Finish →

11. Once submitted, click on the blue
“Finish” button.

Register Entries Review Confirm Finish

Thank you!

You must go to your account to review this and past transactions [to print Entry Tags, as well as choose other printing options. To do this click 'Go to My Account Summary.'](#)

We value your feedback!

Would you take a second to let us know your experience with this website?

Rate your experience:

★ ★ ★ ★ ★ [Clear](#)

Comments:

Write your comments here

✓ Submit my feedback

12. If you would like to submit any feedback, do so on this screen. Once finished, click on the “Submit my feedback” button.

Receipt	Confirmation ID	Cart Time	Exhib	Entries	Fees	Amount
 Receipt	miami-4325160311108	11/20/2024 4:03:11 PM	1	1	0	\$0.00
			1	1	0	\$0.00
 Review All  Packing List  EntryTags Filter Reports by: All						



13. To print out your entry tags, click on the gray “Entry Tags” button on the right.

WEN# A0526B



Division:
Nature Center

Class:
3002 - South Florida Plants

Description:

Exhibitor: Febles, Bella **Grade: 12**

Teacher/Leader:
Carol Douglass

CORAL REEF SENIOR HIGH SCHOOL

CLAIM CHECK

WEN# A0526B
Febles, Bella
Nature Center
Carol Douglass
CORAL REEF SENIOR HIGH SCHOOL

14. Print your Entry tag and attach to your project.