

## 2024 Fair Entry Buyer's Registration

This registration does not allow you to bid online. This process is to be used to register as an inperson buyer. You will still need to stop by the buyer's registration table on Saturday to pick up your bidder number. Everyone must have a bidder number in hand to bid!

- 1. We are working with a brand-new show and sale system this year, so none of our previous buyer accounts have transferred over. Therefore, all buyers for this year's sale will need to register as new buyers, either in-person on Saturday by visiting our buyer registration table, or through the Fair Entry website utilizing these directions.
- 2. Go to https://fairentry.com/OnlineAuction/BidderSignup/19423
- 3. Please enter a valid email. We utilize this for sale communication.
- 4. Enter your buyer name. This will be how it shows up on the buyer acknowledgement screen, so please ensure it is correct.
- 5. Enter a valid phone number in the correct format.
- 6. Create a password.
- 7. For buyer identifier, you may enter a **three-digit** number of your choosing. It will bounce back if that number is already in the system and you'll need to choose another one. If you need to enter a number that is between 1 99, please enter enough zeroes in front of it to make a three-digit number (ex: 001, 002, 098, 099, etc.).
- 8. Fully complete the buyer address. This will be printed with exhibitor checks so that they can write thank you letters and will be printed on buyer invoices.
- 9. Hit "Create Account."
- 10. As long as all required information is filled in and the buyer identifier is available, you will be registered as a buyer in the system.
- 11. Please be sure to stop by the buyer's registration table on Saturday to pick up your bidder number. Everyone must have a bidder number before bidding!
- 12. If you need to make any changes to your buyer account, please stop by the buyer registration table on Saturday and we can make those changes for you!