

CHAIRMAN'S CHECKLIST

() Confirmed date of contest _____
(Date) (Time)

() Confirmed location of contest _____
(Location)

() The following people have agreed to be Judges:

- | | |
|----------|---------|
| 1. _____ | 5 _____ |
| 2. _____ | 6 _____ |
| 3. _____ | 7 _____ |
| 4. _____ | |

() The local news media has been contacted regarding contest

() All contestants, high schools and officials have been notified of the time, location and date of contest

() The following people will assist in the program in the following capacities:

Timekeeper _____ Tabulator _____

Timekeeper _____ Tabulator _____

Escort _____ Tabulator _____

Escort _____ Others _____

Escort _____ Others _____

Escort _____ Others _____

Escort _____ Others _____

Escort _____ Others _____

Ushers _____ Others _____

Ushers _____ Others _____

Ushers _____ Others _____