

COMMUNICATIONS CONTEST RULES

I. REQUIREMENTS FOR NEWSLETTERS- This is a Statewide Competition

NEWSLETTERS Competition Classifications:

- Class A 1 – 2 printed pages
Class B 3 – 4 printed pages
Class C over 4 printed pages

Each printed side = 1 page

Awards will be given for First, Second and Third Place in each class, if merited. Certificates will not be issued at the District level. This is a Statewide Competition with certificates presented at Convention.

NEWSLETTER Rules for Submission and Judging:

- a. Maximum size: 11" x 14" sized paper.
- b. Newsletters submitted must have been published and distributed to membership during the previous calendar year.
- c. **Club name, District, NJSWFC of GFWC, Club President, contact information and date MUST appear on front page.**
- d. The club must send official entry form and one copy of one issue from the previous club year to the NJSFWC Communications Chairman, postmarked no later than February 1st
- e. **Failure to adhere to rules will result in disqualification.**
- f. Clubs with an electronic newsletter must follow the same entry rules. Printed copies of electronic newsletters are required
- g. To enter the GFWC Contest for newsletters, the official GFWC logo must be prominently displayed on the front page and membership as a GFWC Club must also be mentioned.

NEWSLETTER: Judging based on the following criteria:

Presentation Format

Federation Information

Useful and pertinent Information for Club Members

- ☐ **Each item is judged on its own merit.**
- ☐ **Scoring will not be provided.**
- ☐ **Comments should be provided by the judges for each entry.**
- o **Judges' comments, when available, may be forwarded to the club, after Convention upon request.**

II. REQUIREMENTS FOR SCRAPBOOKS- This is a Statewide Competition

Competition Classifications for SCRAPBOOKS

- Class A 1-12 Pages
Class B 13-24 Pages
Class C 25-30 Pages

Front and back of page = 1 page

NOTE: EMD entries will follow the same rules and classifications as the clubs. Awards will be given in each class, if merited.

AWARDS

- ☐ Gold Ribbon Awards will be given in each class based on the criteria stated in this Supplement. The winning entries will be decided by the judges and their decision is final. Scoring will not be provided. All entries should receive written comments from the judges.
- ☐ All Gold Ribbon winners will be on display at the NJSFWC Annual Convention,
- ☐ Entries will be handled with care, but they are entered at the owners' risk.

SCRAPBOOK CONTEST RULES

ALL CLUBS – NO MEMBERSHIP CATEGORIES

1. Maximum cover size (15" x 15"). The club name must appear on the cover.
2. Information typed on white 8 ½" x 11" sized paper and pasted on the first page to include:
 - a. Club name, District, and year
 - b. Name, address and telephone number of Club Communications Chairman and Club President and signature of each. Preparer's name may be listed. No signature required.
 - c. *If APPLICABLE* - Radio, TV stations and/or internet sites used. Include names and addresses.
 - d. *If APPLICABLE* - Newspapers used, including names and addresses; note if daily, weekly or bi-weekly.

3. All books will be judged at the State Level. Books must be pre-registered with the official entry form to the Communications Chairman no later than **February 1st**
4. Books are to be delivered to Headquarters no later than March 5th
5. Include articles, material, and pictures in chronological order from January 1st to December 31st of the previous club year
6. Book contents should include Photos, Programs, Place Cards, Name Tags, Club and District Newsletters (when Club name is mentioned), and other "souvenirs" of club activities.
7. Contents may include material from newspapers, magazines, TV and radio releases, and online media.
 - a. To validate television and/or radio coverage there must be a note on club letterhead, signed by the Club President or Club Communications Chairman, stating that the coverage was seen or heard. This validation must be pasted on the second page of the book.
8. Other criteria that must be followed:
 - a. All material must be neatly clipped and pasted. Clipped name of newspaper or magazine and date published to be placed above printed matter.
 - b. Neatly underline in **RED** the club name, NJSFWC and GFWC.
9. Paid advertisements are permitted. However, no political endorsements are permitted.
10. Book contents should be attractively presented and securely assembled using both sides of each page.
11. Plastic or cellophane pages may be used.
12. Maximum pages are 30 (both sides).
13. Failure to adhere to these guidelines will result in a deduction of points
14. Decisions of the judges are FINAL.

SCRAPBOOK: Judging based on the following criteria:

First Page
Theme
Subject Matter
Photographs
Appearance
Neatness
Creativity
Diversity of publicity

III. REQUIREMENTS FOR PRESS / PUBLIC RELATIONS BOOKS

ONE MEMBERSHIP CATEGORY

Awards

- ☐ The winning entries will be decided by the judges and their decision is final. Scoring will not be provided. All entries should receive written comments from the judges.
- ☐ All Gold Ribbon winners will be on display at the NJSFWC Annual Convention, and must be retrieved, and signed for, on Tuesday afternoon of convention. Specific times will be listed in the Convention Program. No items may be removed before this.
- ☐ Entries will be handled with care, but they are entered at the owners' risk.
- ☐ The Chairman reserves the right to determine, based on number of entries, if submissions will be issued awards or certificates of participation.

PRESS / PUBLIC RELATIONS BOOK CONTEST RULES

- 1) Maximum cover size (15" x 15"). The club's name must appear on the cover.
- 2) Information typed on white 8 1/2" x 11" sized paper and must be pasted on the first page and must include all of the following:
 - a) Club name, District, and club year.
 - b) Radio and/or TV Stations used. Include names and addresses.
 - c) Newspapers and publications used, including names and addresses; note if daily, weekly or bi-weekly.
 - d) Name, address and telephone number of Club Communications Chairman and Club President and signature of each. Preparer's name may be listed. No signature required.
- 3) All books will be judged at the State level. Books must be pre-registered with the official entry form to the Communications Chairman no later than **February 1st**
- 4) Books are to be delivered to Headquarters no later than March 5th

- 5) In chronological order, include original articles and pictures printed between January 1st and December 31st of the previous club year, including newspapers, magazines, TV and radio releases and online media.
- 6) Only published/printed photographs are to be included in Press Books.
- 7) Other Public Relations items, such as Profiles, Brochures, Flyers, Business cards, Bookmarks, etc., should be included.
- 8) All material must be neatly clipped and pasted.
 - a) Clipped name of newspaper or magazine and date published to be placed above printed matter.
 - b) Neatly underline, in **RED**, club name, NJSFWC and GFWC.
- 9) Paid advertisements are permitted. However, no political endorsements are permitted.
- 10) Plastic or Cellophane pages may be used in Press Books.
- 11) Use both sides of the page. If an article will not fit or cannot be completed on one page, it may be continued on the following page, if necessary. Type "continued" where necessary. Do not leave blank pages.
- 12) **The Chairman reserves the right to determine, based on number of entries, if submissions will be issued awards or certificates of participation.**

Pressbook Classifications

Class A: Pages 4-30

Class B: Pages 31+

One winner in each Class will be awarded.

Front and back of page = 1 page

PRESS BOOK: Judging based on the following criteria

First Page

Diversity of Articles

Variety of Materials

Promotions of Programs

Editorials and Feature Stories

Validated Radio & TV coverage

Printed internet site coverage

Articles dealing with the club and/or club activities printed in other organization's papers

Appearance & Neatness

All Scrapbooks and Press Books must be picked up and signed for at Convention at the pre-arranged time set by the Communications Chairman. Newsletters will not be returned