



Far West Club & Council Competitions

"Promoting excellence at every turn"

ENTRY FORM & JUDGING INFORMATION Type in your information and complete the form, save, and email to snowfun@ida.net by March 31st of this calendar year. (No exceptions on deadlines or rules.)

Club or Council name: _____

Council Affiliation: _____

Competition Categories: (Check all competition categories that apply to your club or council's application)

- | | |
|--|---|
| <input type="checkbox"/> Tollakson Outstanding Club | <input type="checkbox"/> Outstanding Newsletter – Council |
| <input type="checkbox"/> Outstanding Newsletter – Club | <input type="checkbox"/> Outstanding Website – Council |
| <input type="checkbox"/> Outstanding Website – Club | |

Number of members as of January of this calendar year (needed for club entries only): _____

Outstanding Club:

Entries may be sent as email attachments by using Word, WordPerfect or PDF's only. They must be received no later than March 31st. Asking for a "Read Receipt" is recommended.

- Our entry essay is attached Our entry essay will arrive in a later email

Our Judge for Club Essays (required, no exceptions):

Name: _____

email : _____

Entrants will also need to complete their entry for both newsletter and website and provide additional judges for each.

Outstanding Newsletter (Club or Council):

Entries may be sent as email attachments by using Word, WordPerfect or PDF's only. They must be received no later than March 31st. Asking for a "Read Receipt" is recommended.

- Our entry is attached Our entry will arrive in a later email

Our entry is found online at this URL: _____

If appropriate, user name needed to access newsletters:

Password: _____ No password needed:

- Enclose 1 newsletter published between November and April, and one published between May and October.

Frequency of your publication: Quarterly Bi-monthly Monthly Other: _____

Our Judge for Newsletter category (required, no exceptions):

Name: _____

Email: _____



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Outstanding Website (Club or Council):

Entries must be sent as an email and received no later than March 31st. Asking for a "Read Receipt" is recommended.

No password needed:

User name needed to access newsletters: _____ Password: _____

Our Judge for website category (required, no exceptions):

Name: _____

Email: _____

Additional Judge Name: _____

Additional Judge Email: _____

Additional judges are always welcome. It's an excellent learning opportunity for new editors, directors, etc.

RULES.... Please read as they will be enforced!

In the past few years, the biggest challenge in having the competition completed successfully has been in getting the judges to meet their deadlines. Please note the following rules concerning judging:

1. All communications will be via **email**. (Scanned documents, attached files, etc. are to be used.)
2. Each club or council will provide an accountable representative for their entries and judges.
3. Each club or council will provide at least one judge for each contest or category entered.
4. **EARLY BIRD BONUS!** Each judge may earn 5 points towards their club or council's entries upon meeting the early deadline on 4/24. Judges who miss the final deadline on 4/30 will cause their club or council's entry to be disqualified.
5. Judges should be qualified* in the specific category they have volunteered for by being familiar with webmastering, editing and publishing, or serving in a leadership role in their club or council.

***Choosing Qualified Judges:**

Judges - Minimum equipment Requirements:

All judges must have email capabilities and access to Excel and Word software. Newsletter and Website judges will need high speed Internet as downloading of large documents is expected. All judges should expect to communicate through email and with attachments. Please consider these technical needs in assigning judges.

Outstanding Club

- All judges must judge at least three club essays before April 24th.
- Judges in this category should have a minimum of 2 years of experience serving on a board of directors for a member ski club or council, or comparable business or organizational experience.



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- All judges should have knowledge of ski related organizations such as Far West, their affiliated ski council, and other organizations such as the National Ski Patrol, National Ski Council Federation, and other ski industry concerns like safety, current affairs, ski racing organizations, or other industry related topics. Experience in understanding the club mission statement and goals will also be useful.

Outstanding Newsletter

- Judges will judge at least two newsletter entries for 3 clubs or councils before April 24th.
- All judges should have experience in creating, contributing to, or avidly reading their club newsletters, or a comparable type of organizational newsletter.
- Skills in recognizing graphic design features, images, types of content, and other related parts of a newsletter is recommended.

Outstanding Website

- Judges will judge at least three websites before April 24th.
- All judges should have experience in creating, contribution to, or reading their club's and other ski club websites, or comparable websites.
- Skills in recognizing graphic design features, images, web-related items such as home pages, animations, downloadable content, navigation features, rollovers, blogs, Flash, e-commerce forms, and other common webpage components, is recommended.
- It is recommended that website judges use Internet Explorer or Firefox to view their assigned entries. Use of a normal sized PC or Mac is also recommended.
- It is recommended that a high speed connection is used (DSL or high speed cable) in order to accurately assess page loading times.

Club/Council Accountable Representative for this competition entry:

Name: _____

Email: _____

Phones: Daytime: _____ Evening: _____

I, (insert name): _____

have read and understand the entry requirements and rules as included in this form and have supplied accurate information to be used in this competition. I agree that the competition chair may contact me should any problems or issues arise concerning my entry or the judges I have listed, and I promise to manage the situation as quickly as possible to avoid disqualification from the contest.

Date: _____

"By checking this box, I am indicating my formal agreement to these statements:

Please email this completed form to snowfun@ida.net. Thank you for entering!