Toastmasters

AREA D - 1 Speech Contest Checklist-Spring, 2002

Food -- **Mike Green, Anaheim Breakfast Club 3836, Assisted by Cathy Seelig, Tongues-A-Flame 5639**

- _____ **Arrange for Purchase of Food and Beverages**
- _____ **Arrange for Pick-up and Delivery to Contest**
- _____ **Provide Utensils, Tablecloths, etc.**
- _____ **Arrange for Servers**
- _____ **Arrange for Cleanup**

Personnel -- **Vince Boeding, Tri-City Achievers 4836**

- _____ **International Speech Contest Toastmaster**
- _____ **Table Topics Contest Toastmaster**
- _____ **Chief Judge (who appoints Tiebreaking Judge)**
- _____ **Judges**
- _____ **Timer(s)**
- _____ **Determine Time/Light Procedures**
- _____ **Lights and Timing Devices**
- _____ **Counter(s)**
- _____ **Other**

Awards and Supplies -- **Dorothy Stramler, Paul Revere 602; assisted by Verna Sgritta, Anaheim Communicators 5884**

- _____ **Trophies (Winner & Runner-Up)**
- _____ **Plaques**
- _____ **Medallions**
- _____ **Ribbons**
- _____ **Participation Certificates**
- _____ **Time Record Sheets**
- _____ **Counter's Tally Sheet**
- _____ **Biographical Data Sheet**
- _____ **Judging Ballots (including Tiebreaking Judges)**

Promotion and Opportunity Drawing -- **Betty Feldman, 2 Anaheim, assisted by Bob Rhein**

- _____ **News Releases (Print, Radio, Cable)**
- _____ **Flyers**
- _____ **Opportunity Drawing Chairperson**