

Club Newsletter/ Bulletin Award

Background

The Club Newsletter Award is designed to recognize and honor those Circle K clubs that produce a high quality newsletter on a regular basis, providing an effective communication tool for the club and its members.

GUIDELINES FOR ENTERING THIS CONTEST

1. Read the entire form carefully before submitting your entry.
2. Four (4) issues of the newsletters should accompany this award form.
3. Reviews the entries with the individuals listed on the reverse side and obtain the proper signatures of certification.

RULES GOVERNING CLUB NEWSLETTER AWARD

1. To be eligible for this contest, clubs must be in good standing with both International and the district.
2. The time period covered by entered newsletters shall be from April 1, 2016 through March 1, 2017.
3. Judging of the entries shall be based on these criteria:
 - a. General Appearance - layout, masthead design, typography..... 25 points
 - b. Editorial Content - variety, originality, clarity..... 25 points
 - c. Value to members and to the club as a whole..... 25 points
 - d. Inclusion of Circle K International Programs..... 25 points
4. First, second, and third place winners shall be selected. Up to two (2) honorable mentions may be given.
5. All phases of the work of the publication, except for the professional services required for printing, must have been performed by a Circle K member or members who are in good standing with the District and International. Non-Circle K members may act only in an advisory capacity.
6. Entries shall be judged by a committee of selected by the District Administrator in consultation with the District Secretary.
7. Decisions of the judges are final.

CLUB NEWSLETTER AWARD (PLEASE PRINT)

Publication Name: _____

Editors' Name: _____

Phone number: _____

E-mail address: _____

Circle K Club of: _____

Division: _____

The following signatures are required for submission:

2016–2017 CKI Club President Signature: _____

Printed Name: _____ Date: _____

2016–2017 CKI Club Secretary Signature: _____

Printed Name: _____ Date: _____

2016–2017 CKI Club Faculty or Signature: _____

Kiwanis Advisor Printed Name: _____ Date: _____

To be considered for this award, each club must submit the following entry information.

GENERAL

Number of issues produced _____
Average number of pages per issue _____
Average number of copies published _____
Average cost per issue _____
Number of paid Circle K club members _____
Method of printing _____

Please list the dates of publication _____

CONTENT

Did you publish a calendar of events? Yes No
Did you publish a list of club officer addresses? Yes No
Was a list of divisional and/or district events included? Yes No

DISTRIBUTION

Was a copy of each issue available for all members of your club? Yes No
Was a copy of each issue sent to your lieutenant governor? Yes No
Was a copy of each issue sent to your governor? Yes No
Was a copy of each issue sent to your International Trustee? Yes No
Was a copy of each issue sent to your Kiwanis advisor? Yes No
Was a copy of each issue sent to your sponsoring Kiwanis club secretary? Yes No
Was a copy of each issue sent to other Kiwanis-family members? Yes No
Did the faculty advisor receive a copy of each issue? Yes No

Mark Sheet

Section A:	/25 Points
Section B:	/25 Points
Section C:	/ 25 Points
Section D:	/ 25 Points

TOTAL: /100 Points