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.
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 Kiwanis Advisor
Signature: ____________________________________________
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?
Did you publish a list of club officer addresses?
Was a list of divisional and/or district events included?

DISTRIBUTION
Was a copy of each issue available for all members of your club?
Was a copy of each issue sent to your lieutenant governor?
Was a copy of each issue sent to your governor?
Was a copy of each issue sent to your International Trustee?
Was a copy of each issue sent to your Kiwanis advisor?
Was a copy of each issue sent to your sponsoring Kiwanis club secretary?
Was a copy of each issue sent to other Kiwanis-family members?
Did the faculty advisor receive a copy of each issue?
Mark Sheet

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<tr>
<th>Section</th>
<th>Points</th>
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<td>Section A</td>
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TOTAL: /100 Points