

CHAPTER YEARBOOK JUDGING SHEET

CATEGORY _____

NAME & NO. OF CHAPTER _____

PRESIDENT _____

ADDRESS _____

TOTAL SCORE _____

A. APPEARANCE

- 1. Cover: functional (3)_____
- 2. Cover: Originality & serviceability (3)_____
- TOTAL: (6)_____

B. NEATNESS OF CONTENTS

- 1. Page balance (2)_____
- 2. Neatness (2)_____
- 3. Legibility (2)_____
- 4. Arrangement of Material (2)_____
- TOTAL: (8)_____

NOTE: Material under C through L is not required to be in this order. (Except TITLE PAGE and its listed Contents - MUST BE FIRST)

C. CONTENTS AND MATERIAL:

- 1. Table of contents or Index/or tabs (2)_____
- 2. Title page MUST include:
 - a. Year (1)_____
 - b. Chapter name & number (1)_____
 - c. Year chapter chartered (1)_____
 - d. Chapter Theme (1)_____
 - e. ESA Motto (1)_____
 - f. ESA Flower (1)_____
 - g. ESA Colors (1)_____
 - h. Hour & Day of meeting (1)_____
 - i. International magazine (1)_____
 - j. State Paper (1)_____
- 3. Past Presidents of Chapter (2)_____
- TOTAL: (14)_____

D. ROSTER OF OFFICERS, ADDRESSES & ZIP CODE

- 1. ESA Hdqtrs address & telephone (2)_____
- 2. IC Officers & Theme (2)_____
- 3. State Officers & Theme (2)_____
- 4. District Officers of your District and Theme (2)_____
- 5. Your District's Chapter Presidents (2)_____
- 6. Chapter Officers (Opt. Address) (2)_____
- 7. Chapter Committees (Opt. Addresses) (2)_____
- TOTAL: (14)_____

Judges Comments;

E. OPENING AND CLOSING RITUALS

TOTAL: (5)_____

F. ORDER OF BUSINESS

TOTAL: (5)_____

G. PROGRAMS & SOCIALS

- 1. Date and Time (3)_____
- 2. Hostesses (3)_____
- 3. Address of meeting place (3)_____
- 4. Program topic (3)_____
- 5. Rush activities (not to be counted against chapters with full quota. Must be noted.) (3)_____

TOTAL: (15)_____

H. MEMBERSHIP

- 1. Members' names (2)_____
- 2. Address and zip codes (2)_____
- 3. Telephone numbers (2)_____
- 4. Birthday and anniversary dates (2)_____
- 5. Extra space for pledge info or stated there is no rush program (2)_____

TOTAL: (10)_____

I. DUES AND CONTRIBUTIONS

- 1. Chapter membership dues (1)_____
- 2. District membership dues (1)_____
- 3. State membership dues (1)_____
- 4. International membership dues (1)_____
- 5. IC chapter dues (1)_____
- 6. State Chapter Booster fee (1)_____
- 7. International Project (1)_____
- 8. State Philanthropic Projects (1)_____
- 9. Special chapter projects (1)_____
- 10. Due dates for all of the above (1)_____
- TOTAL: (10)_____

J. DATES TO REMEMBER

- 1. Upcoming IC Convention date and place (1)_____
- 2. State Convention, When & Where (1)_____
- 3. District Meeting, When & Where (1)_____
- 4. State Leadership Seminar, When & Where (1)_____
- 5. Tea & Tour -Heartspring, (1)_____
- 6. ESA Sunday (1)_____
- 7. ESA Week (1)_____
- 8. Founder's Day (1)_____

TOTAL: (8)_____

K. CHAPTER BY LAWS (Opt. Standing Rules)

TOTAL: (5)_____

(100 Points) **GRAND TOTAL** _____