



# CNH | KEY CLUB

## Club Attire Contest

### SUBMISSION OVERVIEW

#### SUBMISSION DEADLINE

Contact your Division Lt. Governor

#### E-MAIL SUBMISSIONS TO:

d##.cnhkc.ltg@gmail.com

**Subject:** Club Attire Contest

**Body Text:** State your full name (First, Last), Region (R##), Division (D##), Club full name and number (H#####)

**CC:** Copy yourself

## shall be determined by your division number

1. The Club Attire contest is a district contest judged on the division level. Eligible applicants must complete the application, as explained in the guidelines, and submit it to their respective Division Lieutenant Governors for judging at the division level. One contest winner will be selected from each division. At District Convention 2017, each Club Attire winner will be announced.
2. Read the Club Attire contest guidelines.
3. Fill out the "Club Attire Contest Entry Form" and provide it with the submission.
4. E-mail the entry along with up to ten (10) images of the attire to your Division Lieutenant Governor. Please contact your LTG for more information on the submission deadline.

### CLUB ATTIRE GUIDELINES

#### RULES GOVERNING THE CNH KEY CLUB CLUB ATTIRE AWARD

The Club Attire award shall provide recognition to Key Clubs that best demonstrate and promote the values of our organization via their Club Attire.

- (1) A club must be in good standing with the California-Nevada-Hawaii District and Key Club International in order to be eligible to submit an entry.
- (2) The article of clothing must display an original and current design that has been used to promote Key Club. The design must have been created by a Key Club member(s) with no professional assistance.
- (3) The entry must be a clean, unused article of clothing. Club Attire eligible for this contest includes, but is not limited to:
  - Tee Shirt
  - Polo Shirt
  - Sweatshirt
  - Tank-Top
  - Jacket
  - Button Down
  - Apron
  - Wind Breaker
  - Vest
  - Scarf
  - Hat

**Only one submission of one article of clothing will be accepted per club.**

- (4) A minimum of one visual of the club members wearing the attire must be submitted. Action shots and shots of members modeling the attire are preferred. **A maximum of up to ten (10) images of the attire can be submitted.**
- (5) This contest requires the submission of the "Club Attire Contest Entry Form" along with **up to ten (10) front and back images of the attire** to your respective Division Lieutenant Governor. These files should be sent as attachments to one email. It is highly recommended to send at least three (3) images of the attire. The entry form must be saved as a PDF. The images may be JPG, GIF, PNG, PDF or PSD. Label the entry form: Club Attire\_Club Name. Label the images: Club Attire\_Club Name\_##.
- (6) The design will be judged according to the following criteria:
 

Aesthetic Appeal	15 Points
Creativity	15 Points
Member Involvement	10 Points
Originality	15 Points
Promotion of Key Club	25 Points
Uniqueness of Design/Artwork	15 Points
Visual Verification	05 Points
- (7) Only pictures of attire entries submitted to your Division Lieutenant Governor will be accepted. **No articles of clothing should be mailed to the Member Recognition Chair or to your Division Lieutenant Governor.**
- (8) Suitable awards will be presented. The decisions of the judges are final. No changes or re-judging will take place after the judges and the Member Recognition Chair have certified the results.

CNH District **Member Recognition Committee**  
Questions, Comments, Concerns?

Michelle Ng | Member Recognition Chair | cnhkc.mr@gmail.com

## FREQUENTLY ASKED QUESTIONS

### 1. Under *Submission Deadline*, What does “CC yourself” mean?

When composing the email, on the right side of the “To” box, there will BCC and CC, push the CC and type in your email, that way you have a Carbon Copy for yourself.



### 2. How do I receive an E-Signature?

In order to put a person down as an E-signature, you must ask his/her permission first and he/she must verify everything. Once he/she has given their permission, then you may type his/her name in the line provided.

### 3. Who can apply for this award?

Anyone can apply because as a Key Clubber, you are a member, no matter what elected or appointed position you hold. However, if you do hold an elected or appointed position, such as President, you may not sign off on your own sheet.

### 4. How do I compress my PDF files/pictures?

To compress photos, you can find various websites online. One recommended web site is: <http://jpeg-optimizer.com/>. This will easily compress your photos to make the overall file size easier. Keep in mind, a “JPEG” photo is already small enough, and would not need any compressions. To compress a PDF file you can use this website: <http://smallpdf.com/>.

### 5. How would I go about creating my E-Portfolio?

Create your E-Portfolio pages on “Microsoft Word” or “Microsoft Publisher.” Once your E-portfolio is complete on a Word/Publisher DOC, use a PDF file converter online to transform your Word Doc E-Portfolio to a PDF Portfolio. You can use this website to do so: <http://www.freepdfconvert.com/>

### 6. Why is there no set due date?

This is a division-judged contest, so your Division Lieutenant Governor is responsible for coordinating and announcing respective due dates. Each division may have different deadlines, so please contact your LTG for more information as soon as possible.

### 7. Why do I email a district contest to my Lt. Governor?

This contest is judged at the division level by your Lt. Governor, and then one finalist from each division is submitted to advance to District.

### 9. What if I would like to revise my contest submission, but have already submitted the file?

Contact your Lt. Governor for instructions to resubmit. If your Lt. Governor has already judged your submission, all decisions are final. Remember, no changes or re-judging will take place after the judges and the Member Recognition Chair have certified the results.

### 10. What does “Member Involvement” mean for the judging criteria?

Member Involvement is members donating money for the attire, designing it, wearing it, etc. The images submitted should address this criterion by showing a wide range of members wearing the attire and participating in its promotion.

### 11. What does “Visual Verification” mean for the judging criteria?

Visual Verification is proof that the design was printed and worn. The images submitted should address this criterion by showing several members at a time wearing the attire in a single photo, which would communicate that the attire is authentically made and distributed to members, and that it is not only a few articles created for entering this contest. There should also be an image of a close-up view of the design to prove that it is printed in good quality.

### 12. When I label the images, what do I put in place of “##”?

That is the way you order your submitted images. For the first image, you would label it as Club Attire\_Club Name\_01. The second image would end in 02, and so on.

### 13. How do I save my images as one of the approved formats (JPG, GIF, PNG, PDF, or PSD) if they are not in that format already?

Most computers have simple photo editing software, such as Paint or Preview, that can complete this function. Open the picture using one of these applications, and then go to File, then Save As, select the desired format from the drop down list titled “Save as type:”, and save it.

CNH District **Member Recognition Committee**  
Questions, Comments, Concerns?

Michelle Ng | Member Recognition Chair | [cnhkc.mr@gmail.com](mailto:cnhkc.mr@gmail.com)

PLEASE TYPE OR PRINT INFORMATION ON THIS FORM AND PROVIDE WITH THE SUBMISSION

## CLUB INFORMATION

Key Club: \_\_\_\_\_

District: California-Nevada-Hawaii Division: \_\_\_\_\_ Region: \_\_\_\_ Club #: \_\_\_\_\_

## CONTACT INFORMATION

Contact Name: \_\_\_\_\_

Contact E-mail: \_\_\_\_\_ Contact Phone #: \_\_\_\_\_

## CLOTHING TYPE

Select the article of clothing that is being submitted (only one):

- \_\_\_\_\_ Apron
- \_\_\_\_\_ Button Down
- \_\_\_\_\_ Hat
- \_\_\_\_\_ Jacket
- \_\_\_\_\_ Polo Shirt
- \_\_\_\_\_ Scarf
- \_\_\_\_\_ Sweatshirt
- \_\_\_\_\_ Tank Top
- \_\_\_\_\_ T-Shirt
- \_\_\_\_\_ Vest
- \_\_\_\_\_ Windbreaker
- \_\_\_\_\_ Other:

## CLOTHING IMAGES

Label the images you will be providing with your submission

Label: *Club Attire\_Club Name\_##*

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.
- 11.
- 12.